



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING AGENDA
THURSDAY, APRIL 21, 2022 AT **6:30 PM**

BOARD OF EDUCATION
Kevin Daly, *President*
Elaina Geraghty, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Jay Oleniczak
Rupal Shah Mandal
Peter D. Theodore

ADMINISTRATION
Dr. Kimberly A. Nasshan, *Superintendent of Schools*
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Finance Committee Meeting of the Board of Education of Lincolnwood School District 74,
Cook County, Illinois, to be held in the Marvin Garlich Administration Building
6950 N. East Prairie Road
Lincolnwood, Illinois 60712,
on Thursday, April 21, 2022.*

IN-PERSON PARTICIPATION: It is expected that all members of the Finance Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.

1. CALL TO ORDER/ROLL CALL

FINANCE COMMITTEE MEMBERS

Peter D. Theodore (BOE), Chair
Jay Oleniczak (BOE), Co-Chair
John P. Vranas (BOE)
Michael Bartholomew, Community Member
Reuben George, Community Member
Maja Kenjar, Community Member
Steven Pawlow, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools
Dr. David L. Russo, Assistant Superintendent of Curriculum and Instruction
Courtney Whited, Business Manager/CSBO

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Finance Committee Meeting Minutes - **March 24, 2022**

3

Motion by member: _____ Seconded by: _____

4. INFORMATION/DISCUSSION: FUND BALANCE REPORT

- a. Fund Balance Report - **FEBRUARY 2022**

7

5. OLD BUSINESS

- a. INFORMATION/DISCUSSION/ACTION: Workers' Compensation Insurance Coverage for FY23

31

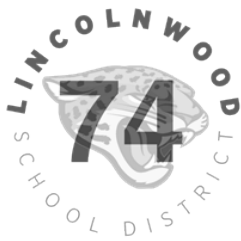
6. NEW BUSINESS

- a. INFORMATION/DISCUSSION: FY22 Amended Budget Process 61
- b. INFORMATION/DISCUSSION/ACTION: GSF USA, Inc. Custodial Cleaning Services for 2022-23 74
- c. INFORMATION/DISCUSSION/ACTION: Frontline Absence and Substitute Management Software 3-Year Renewal (2022-2025) 112
- d. INFORMATION/DISCUSSION/ACTION: Transportation Contract 2022-23 with First Student, Inc. 128
- 7. INFORMATION/DISCUSSION: District Finance Update 146
 - a. INFORMATION/DISCUSSION: Prior Year Levy Adjustment Amount will be Included in the 2021 Property Tax Rate Calculation Formula for Each Eligible Taxing District (Two attachments) 147
 - b. INFORMATION/DISCUSSION: Residency Inquiries
 - c. INFORMATION/DISCUSSION: Resolution for Fund Transfer Discussion
- 8. ADJOURNMENT

Motion by member: _____ Seconded by: _____

Dr. Kimberly A. Nasshan, Superintendent of Schools

Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING MINUTES
THURSDAY, MARCH 24, 2022 AT **6:30 PM**

BOARD OF EDUCATION
Kevin Daly, *President*
Elaina Geraghty, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Jay Oleniczak
Rupal Shah Mandal
Peter D. Theodore

ADMINISTRATION
Dr. Kimberly A. Nasshan, *Superintendent of Schools*
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

*Minutes of the Finance Committee Meeting of the Board of Education of Lincolnwood School District 74,
Cook County, Illinois, was held in the Marvin Garlich Administration Building
6950 N. East Prairie Road
Lincolnwood, Illinois 60712,
on Thursday, March 24, 2022.*

1. CALL TO ORDER/ROLL CALL

Chair Theodore called the Finance Committee meeting to order at 6:31 p.m.

FINANCE COMMITTEE MEMBERS

Peter D. Theodore (BOE), Chair
John P. Vranas (BOE) (left at 8:07)
Reuben George, Community Member
Maja Kenjar, Community Member (left at 8:18)

FINANCE COMMITTEE MEMBERS NOT PRESENT

Jay Oleniczak (BOE), Co-Chair
Michael Bartholomew, Community Member
Steven Pawlow, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools
Dr. David L. Russo, Assistant Superintendent of Curriculum and Instruction- Absent
Courtney Whited, Business Manager/CSBO
Jordan Stephen, Director of Technology

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Finance Committee Meeting Minutes - **January 20, 2022**

A motion was made, seconded and passed to approve the minutes from the January 20, 2022 Finance Committee meeting.

4. FUND BALANCE REPORT

a. Fund Balance Report - **JANUARY 2022** -

Courtney Whited, Business Manager/CSBO, provided the Fund Balance Report for January 2022.

b. Finance Updates SD74 Fund Balance

Courtney explained the fund balance history and the possibility of August 2022 real estate tax collections arriving much later than October. Courtney projected the worst case scenario regarding the flow of late tax collections. She spoke with the Niles Township Schools Treasurer's office to confirm that the bond's December 1, 2022 principal & interest check would be released knowing the overall balance is still steady to carry the District through potential tax collection delays.

5. OLD BUSINESS

6. NEW BUSINESS

a. 2022-2023 Glencoe Math Renewal for Grades 6-8

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to approve this Quote from McGraw-Hill Publishing for Glencoe Math materials in the amount of \$7,308.22 from July 1, 2022 to June 30, 2023.

b. Thomson Reuters Clear Renewal for a 3-Year Term

The Committee would like to explore other software that could be utilized for this information as well as creating a policy for the use of the software. The Committee requested that the Administration inquire with the Lincolnwood Police Department on partnering with the District. Administration will bring the results to a future Committee meeting.

c. EBC (Employee Benefits Corporation) Announced FY23 Insurance Rates

Courtney presented the increase in the insurance premiums. The Committee asked that the Insurance Committee discuss strategies to help reduce costs.

d. District Custodial Services Contract

The committee directed the Administration to start negotiations with GSF USA Inc at 3.25%.

e. Workers' Compensation Proposals

Courtney explained the process of gathering new quotes on workers' compensation. The District still has an opportunity to renew with IPRF even after they send the reservation of rights letter.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to send a Reservation of Rights letter to IPRF before the March 31, 2022 deadline and move forward with the process of contracting with Accident Fund for Fiscal Year 2023 Workers' Compensation coverage (District may or may not ultimately sign with Accident Fund after legal counsel reviews the plan).

f. AT&T IP FLEX Technology and Plan

Jordan discussed the AT&T Flex plan with the potential in the future to get rid of long distance lines and significantly decrease the bills moving forward.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to approve this Agreement from AT&T for AT&T IP FLEXIBLE REACH Service in the amount of \$612.19 monthly from August 1, 2022 through August 1, 2023. – Could vary depending on installation dates.

g. E Rate Category I – AT&T High Speed Internet Access

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to accept this Agreement from AT&T for internet services in the amount of \$1,386.80 per month from July 2022 to July 2024.

h. E Rate Category II – SHI Wireless Access Points / Firewall Renewals

The Committee recommended moving forward to present an annual technology cost be presented to this committee as a way to compare year to year.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to The finance committee concurs to accept this Contract from SHI for wireless access points, network switching equipment, licensing and filtering, maintenance, and support for the District Firewall in the amount of \$84,792.

i. Renewal of Gaggle.Net, Inc. Contract for the 2022-23 School Year

The Committee recommended revisiting the record retention policy as it relates to email archiving and Gaggle,Net, Inc.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to renew the Gaggle.Net, Inc. Contract in the amount of \$3315 for the 2022-23 school year.

j. District Technology Refresh for 2022-2023

Jordan Stephen, Director of Technology presented the District Technology inventory and refresh cycle. The District recycled the last group of machines that were aged out, and will continue this program. The Committee recommended contacting Resource Partners for recycling. The Committee discussed the offset of rising costs, to be considered as we move forward. The District should consider delaying some of the refresh years and extend it a little further. The Committee asked for a future presentation demonstrating the connection of curriculum needs to technology needs and the use of both laptop and iPads for staff.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to continue with the replacement of District equipment in the amount not to exceed \$234,009.

k. K-8 Social Studies Curricular Adoption

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to adopt the MyWorld Interactive for Illinois program for grades K-2 and the Impact and Voices and Perspectives programs for grades 3-5 and 6-8 respectively for the school years 2022-2023 through 2027-2028 in the amount of \$131,079.75.

l. 2022-2023 Northwest Evaluation Association (NWEA) Renewal

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to renew the Contract with Northwest Evaluation Association (NWEA) for MAP testing services in the amount of \$15,687 for the 2022-23 school year.

m. 2022-2023 Project Lead the Way (PLTW) Terms and Conditions

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to approve the Project Lead the Way (PLTW) Terms and Conditions for the 2022-2023 school year and the annual subscription fee in the amount of \$2,850.

7. District Finance Update

a. Natural Gas

Courtney presented the options of waiting it out for three months and seeing where it goes. She will reevaluate again in July and present to the Committee the options.

b. Transportation for Regular Education and Charters for AUG 2022 - JUL 2023

After negotiations with First Student, Inc., regular education and charter transportation costs will increase by 7% next year.

c. Frontline Absence and Substitute Management Software Renewal FY23-FY25 (no attachment)

Courtney presented the Frontline Absence and Substitute Management Software Renewal FY23-FY25. Frontline's multi-year offer was extended to the District as follows: FY23 +3.0%, FY24 +4.0%, FY25 +4.5%. The final rates will be presented at the April Committee meeting.

d. Northeast Industrial TIF Surplus

The Lincolnwood Village Board approved a Resolution on March 1, 2022 declaring \$2,012,401 as surplus funds from the NEID TIF. They will process the check in April and send the funds to the Cook County Assessor's Office, where they will distribute the money back to the taxing bodies in the same manner as when property taxes are distributed. The District's portion is an estimated 38%.

8. ADJOURNMENT.

A motion was made, seconded and passed to adjourn the Finance Committee meeting.

The Finance Committee meeting was adjourned at 8:26 p.m.

The next Finance Committee meeting will be Thursday, April 21, 2022 at 6:30 p.m. The public is welcome.

Peter D. Theodore, Chair

Jay Oleniczak, Co-chair

Lincolnwood School District 74

Fund Balances

Fiscal Year: 2021-2022

Month: February

Year: 2022

Fund Type:

Include Cash Balance

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATIONAL	\$10,612,789.57	\$14,089,278.18	(\$11,356,019.12)	\$0.00	\$13,346,048.63
20	OPERATIONS & MAINTENANCE	\$3,073,579.94	\$1,423,120.94	(\$1,389,206.27)	\$0.00	\$3,107,494.61
30	DEBT SERVICE	\$920,382.10	\$1,033,879.89	(\$1,488,822.77)	\$0.00	\$465,439.22
40	TRANSPORTATION	\$1,201,985.01	\$802,910.95	(\$761,578.73)	\$0.00	\$1,243,317.23
50	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
51	IMRF	\$377,752.43	\$186,650.72	(\$151,876.90)	\$0.00	\$412,526.25
52	SOCIAL SECURITY AND MEDICARE	(\$132,773.50)	\$210,228.44	(\$192,064.34)	\$0.00	(\$114,609.40)
60	CAPITAL PROJECTS	\$757,792.10	\$49,467.97	(\$507,155.52)	\$6,000,000.00	\$6,300,104.55
70	WORKING CASH	\$6,463,874.68	\$20,233.77	\$0.00	(\$6,000,000.00)	\$484,108.45
80	TORT IMMUNITY	\$17,743.76	\$71,611.81	\$0.00	\$0.00	\$89,355.57
90	FIRE PREVENTION & SAFETY	\$4,018,659.43	\$388,821.63	(\$1,970,666.13)	\$0.00	\$2,436,814.93
99	LINCOLNWOOD SCHOOLS ACTIVITY FUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$27,311,785.52	\$18,276,204.30	(\$17,817,389.78)	\$0.00	\$27,770,600.04

End of Report

Lincolnwood School District 74

Treasurers Report FUND- All Funds As of 02/28/2022

Fiscal Year: 2021-2022

ASSETS

CASH & INVESTMENTS

Cash in Bank (+)	\$27,400,464.74
Imprest Fund (+)	\$15,080.88
Petty Cash (+)	\$100.00

Sub-total : CASH & INVESTMENTS \$27,415,645.62

DUE FROM OTHER GOVERNMENTS

Inter-Governmental Loans (+)	(\$467.03)
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Sub-total : DUE FROM OTHER GOVERNMENTS (\$467.03)

Total : ASSETS \$27,415,178.59

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable (+)	\$66,108.88
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Sub-total : ACCOUNTS PAYABLE \$66,108.88

OTHER CURRENT LIABILITIES

Other Liabilities (+)	\$35,284.95
Payroll Liabilities (+)	(\$456,815.28)

Sub-total : OTHER CURRENT LIABILITIES (\$421,530.33)

Total : LIABILITIES (\$355,421.45)

FUND BALANCE

Unreserved Fund Balance

Fund Balance (+)	\$27,311,785.52
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Sub-total : Unreserved Fund Balance \$27,311,785.52

NET INCREASE (DECREASE)

NET INCREASE (DECREASE) (+)	\$458,814.52
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Sub-total : NET INCREASE (DECREASE) \$458,814.52

Total : FUND BALANCE \$27,770,600.04

Total LIABILITIES + FUND BALANCE \$27,415,178.59

End of Report

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
REVENUE					
LOCAL SOURCES					
Property Tax Receipts (+)	\$3,639,217.75	\$14,978,424.39	\$24,471,128.00	\$9,492,703.61	61.2%
Payments in Lieu of Taxes (+)	\$0.00	\$704,935.00	\$620,000.00	(\$84,935.00)	113.7%
Tuition Payments Received (+)	\$6,400.00	\$110,108.24	\$176,000.00	\$65,891.76	62.6%
Interest Revenue Received (+)	\$31,626.54	\$270,827.98	\$196,005.00	(\$74,822.98)	138.2%
Sales to Pupils & Adults (+)	\$14,548.25	\$92,003.87	\$110,000.00	\$17,996.13	83.6%
Activity Fees Received (+)	\$1,042.60	\$45,183.19	\$89,900.00	\$44,716.81	50.3%
Rental Revenue (+)	\$204.00	\$46,659.81	\$90,000.00	\$43,340.19	51.8%
Other Local Revenue (+)	\$43,124.60	\$108,331.33	\$739,250.00	\$630,918.67	14.7%
Sub-total : LOCAL SOURCES	\$3,736,163.74	\$16,356,473.81	\$26,492,283.00	\$10,135,809.19	61.7%
STATE SOURCES					
State Grants & Aid Received (+)	\$155,838.00	\$1,057,965.21	\$1,522,880.00	\$464,914.79	69.5%
Sub-total : STATE SOURCES	\$155,838.00	\$1,057,965.21	\$1,522,880.00	\$464,914.79	69.5%
FEDERAL SOURCES					
Federal Grants & Aid Received (+)	\$49,957.28	\$861,765.28	\$1,538,458.00	\$676,692.72	56.0%
Sub-total : FEDERAL SOURCES	\$49,957.28	\$861,765.28	\$1,538,458.00	\$676,692.72	56.0%
Total : REVENUE	\$3,941,959.02	\$18,276,204.30	\$29,553,621.00	\$11,277,416.70	61.8%
EXPENDITURES					
REGULAR K-12 PROGRAMS					
Salaries (-)	\$599,734.45	\$3,827,285.13	\$7,769,901.00	\$3,942,615.87	49.3%
Employee Benefits (-)	\$99,464.35	\$611,058.19	\$1,310,601.00	\$699,542.81	46.6%
Purchased Services (-)	\$11,487.04	\$139,253.72	\$241,500.00	\$102,246.28	57.7%
Termination Benefits (-)	\$23,886.15	\$196,003.79	\$405,933.00	\$209,929.21	48.3%
Supplies & Materials (-)	\$40,415.47	\$303,781.96	\$650,345.00	\$346,563.04	46.7%
Capital Expenditures (-)	\$0.00	\$76,016.76	\$192,500.00	\$116,483.24	39.5%
Other Objects (-)	\$0.00	\$0.00	\$1,200.00	\$1,200.00	0.0%
Non-Capitalized Equipment (-)	\$694.03	\$46,569.35	\$97,000.00	\$50,430.65	48.0%
Sub-total : REGULAR K-12 PROGRAMS	(\$775,681.49)	(\$5,199,968.90)	(\$10,668,980.00)	(\$5,469,011.10)	48.7%
PRE-K PROGRAMS					
Salaries (-)	\$16,788.38	\$109,124.47	\$218,560.00	\$109,435.53	49.9%
Employee Benefits (-)	\$5,229.75	\$32,277.18	\$78,095.00	\$45,817.82	41.3%
Supplies & Materials (-)	\$119.09	\$1,584.07	\$3,800.00	\$2,215.93	41.7%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Sub-total : PRE-K PROGRAMS	(\$22,137.22)	(\$142,985.72)	(\$301,455.00)	(\$158,469.28)	47.4%
SPECIAL ED PROGRAMS K-12					
Salaries (-)	\$89,701.56	\$581,224.68	\$1,276,974.00	\$695,749.32	45.5%
Employee Benefits (-)	\$23,749.87	\$146,055.43	\$384,510.00	\$238,454.57	38.0%
Purchased Services (-)	\$330.00	\$629.99	\$500.00	(\$129.99)	126.0%
Supplies & Materials (-)	\$153.36	\$2,350.71	\$4,200.00	\$1,849.29	56.0%
Capital Expenditures (-)	\$0.00	\$5,476.24	\$8,000.00	\$2,523.76	68.5%
Other Objects (-)	\$0.00	\$355.00	\$300.00	(\$55.00)	118.3%
Non-Capital Equipment (-)	\$0.00	\$4,339.08	\$3,000.00	(\$1,339.08)	144.6%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : SPECIAL ED PROGRAMS K-12	(\$113,934.79)	(\$740,431.13)	(\$1,677,484.00)	(\$937,052.87)	44.1%
REMEDIAL & SUPPLEMENTAL K-12					
Salaries (-)	\$43,828.98	\$284,888.37	\$569,777.00	\$284,888.63	50.0%
Employee Benefits (-)	\$7,141.36	\$43,623.82	\$89,918.00	\$46,294.18	48.5%
Purchased Services (-)	\$0.00	\$45,276.56	\$45,303.00	\$26.44	99.9%
Supplies & Materials (-)	\$169.36	\$7,630.23	\$13,900.00	\$6,269.77	54.9%
Sub-total : REMEDIAL & SUPPLEMENTAL K-12	(\$51,139.70)	(\$381,418.98)	(\$718,898.00)	(\$337,479.02)	53.1%
INTERSCHOLASTIC PROGRAMS					
Salaries (-)	\$238.88	\$40,856.69	\$90,000.00	\$49,143.31	45.4%
Employee Benefits (-)	\$6.44	\$2,488.24	\$4,275.00	\$1,786.76	58.2%
Supplies & Materials (-)	\$149.94	\$2,859.36	\$1,500.00	(\$1,359.36)	190.6%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Other Objects (-)	\$0.00	\$3,500.00	\$3,700.00	\$200.00	94.6%
Sub-total : INTERSCHOLASTIC PROGRAMS	(\$395.26)	(\$49,704.29)	(\$100,475.00)	(\$50,770.71)	49.5%
SUMMER SCHOOL PROGRAMS					
Salaries (-)	\$0.00	\$41,818.00	\$41,819.00	\$1.00	100.0%
Employee Benefits (-)	\$0.00	\$1,976.50	\$1,629.00	(\$347.50)	121.3%
Supplies & Materials (-)	\$0.00	\$670.78	\$4,500.00	\$3,829.22	14.9%
Sub-total : SUMMER SCHOOL PROGRAMS	\$0.00	(\$44,465.28)	(\$47,948.00)	(\$3,482.72)	92.7%
GIFTED PROGRAMS					
Salaries (-)	\$24,892.62	\$161,802.03	\$314,460.00	\$152,657.97	51.5%
Employee Benefits (-)	\$3,839.52	\$22,065.45	\$69,167.00	\$47,101.55	31.9%
Supplies & Materials (-)	\$279.25	\$1,877.24	\$3,500.00	\$1,622.76	53.6%
Sub-total : GIFTED PROGRAMS	(\$29,011.39)	(\$185,744.72)	(\$387,127.00)	(\$201,382.28)	48.0%
BILINGUAL PROGRAMS					
Salaries (-)	\$52,566.16	\$333,141.43	\$670,884.00	\$337,742.57	49.7%
Employee Benefits (-)	\$7,890.86	\$46,992.62	\$97,510.00	\$50,517.38	48.2%
Purchased Services (-)	\$0.00	\$1,800.00	\$1,950.00	\$150.00	92.3%
Supplies & Materials (-)	\$30.00	\$2,808.58	\$18,600.00	\$15,791.42	15.1%
Sub-total : BILINGUAL PROGRAMS	(\$60,487.02)	(\$384,742.63)	(\$788,944.00)	(\$404,201.37)	48.8%
ATTENDANCE & SOCIAL WORK					
Salaries (-)	\$30,195.86	\$196,273.09	\$392,546.00	\$196,272.91	50.0%
Employee Benefits (-)	\$2,370.35	\$14,675.36	\$30,737.00	\$16,061.64	47.7%
Supplies & Materials (-)	\$105.46	\$105.46	\$1,400.00	\$1,294.54	7.5%
Sub-total : ATTENDANCE & SOCIAL WORK	(\$32,671.67)	(\$211,053.91)	(\$424,683.00)	(\$213,629.09)	49.7%
HEALTH SERVICES					
Salaries (-)	\$12,393.78	\$86,365.31	\$191,053.00	\$104,687.69	45.2%
Employee Benefits (-)	\$5,044.17	\$33,953.45	\$80,959.00	\$47,005.55	41.9%
Purchased Services (-)	\$7,975.91	\$22,534.91	\$1,500.00	(\$21,034.91)	1502.3%
Supplies & Materials (-)	\$429.02	\$13,714.11	\$20,940.00	\$7,225.89	65.5%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Capital Expenditures (-)	\$0.00	\$0.00	\$2,250.00	\$2,250.00	0.0%
Other Objects (-)	\$0.00	\$0.00	\$750.00	\$750.00	0.0%
Non-Capital Equipment (-)	\$0.00	\$0.00	\$1,600.00	\$1,600.00	0.0%
Sub-total : HEALTH SERVICES	(\$25,842.88)	(\$156,567.78)	(\$299,052.00)	(\$142,484.22)	52.4%
PSYCHOLOGICAL SERVICES					
Salaries (-)	\$13,401.32	\$87,108.58	\$156,500.00	\$69,391.42	55.7%
Employee Benefits (-)	\$2,910.34	\$17,663.04	\$37,141.00	\$19,477.96	47.6%
Purchased Services (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$800.00	\$800.00	0.0%
Sub-total : PSYCHOLOGICAL SERVICES	(\$16,311.66)	(\$104,771.62)	(\$196,941.00)	(\$92,169.38)	53.2%
SPEECH PATHOLOGY & AUDIOLOGY					
Salaries (-)	\$20,372.64	\$132,422.16	\$281,336.00	\$148,913.84	47.1%
Employee Benefits (-)	\$3,147.94	\$19,174.15	\$36,939.00	\$17,764.85	51.9%
Supplies & Materials (-)	\$0.00	\$1,689.36	\$900.00	(\$789.36)	187.7%
Sub-total : SPEECH PATHOLOGY & AUDIOLOGY	(\$23,520.58)	(\$153,285.67)	(\$319,175.00)	(\$165,889.33)	48.0%
OTHER SUPPORT SERVICES - PUPILS					
Salaries (-)	\$10,984.48	\$49,684.46	\$125,979.00	\$76,294.54	39.4%
Employee Benefits (-)	\$706.10	\$3,100.43	\$10,491.00	\$7,390.57	29.6%
Sub-total : OTHER SUPPORT SERVICES - PUPILS	(\$11,690.58)	(\$52,784.89)	(\$136,470.00)	(\$83,685.11)	38.7%
IMPROVEMENT OF INSTRUCTION					
Salaries (-)	\$28,217.46	\$245,476.49	\$432,388.00	\$186,911.51	56.8%
Employee Benefits (-)	\$4,219.41	\$37,704.58	\$61,532.00	\$23,827.42	61.3%
Purchased Services (-)	\$205.70	\$26,541.76	\$63,793.00	\$37,251.24	41.6%
Supplies & Materials (-)	\$32.99	\$1,199.33	\$3,500.00	\$2,300.67	34.3%
Other Objects (-)	\$0.00	\$1,759.58	\$1,800.00	\$40.42	97.8%
Sub-total : IMPROVEMENT OF INSTRUCTION	(\$32,675.56)	(\$312,681.74)	(\$563,013.00)	(\$250,331.26)	55.5%
EDUCATIONAL MEDIA					
Salaries (-)	\$20,262.72	\$131,707.68	\$263,415.00	\$131,707.32	50.0%
Employee Benefits (-)	\$2,422.68	\$14,840.08	\$30,787.00	\$15,946.92	48.2%
Purchased Services (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Supplies & Materials (-)	\$1,017.61	\$5,624.95	\$9,800.00	\$4,175.05	57.4%
Sub-total : EDUCATIONAL MEDIA	(\$23,703.01)	(\$152,172.71)	(\$305,002.00)	(\$152,829.29)	49.9%
ASSESSMENT & TESTING					
Purchased Services (-)	\$0.00	\$14,525.00	\$14,525.00	\$0.00	100.0%
Sub-total : ASSESSMENT & TESTING	\$0.00	(\$14,525.00)	(\$14,525.00)	\$0.00	100.0%
ADMIN SERVICES - BOARD OF ED					
Employee Benefits (-)	\$4,785.90	\$59,443.28	\$70,000.00	\$10,556.72	84.9%
Purchased Services (-)	\$16,853.40	\$116,802.54	\$218,900.00	\$102,097.46	53.4%
Supplies & Materials (-)	\$84.58	\$660.11	\$2,500.00	\$1,839.89	26.4%
Other Objects (-)	\$0.00	\$250.00	\$15,000.00	\$14,750.00	1.7%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : ADMIN SERVICES - BOARD OF ED	(\$21,723.88)	(\$177,155.93)	(\$306,900.00)	(\$129,744.07)	57.7%
SUPERINTENDENT					
Salaries (-)	\$20,762.88	\$176,484.48	\$269,918.00	\$93,433.52	65.4%
Employee Benefits (-)	\$2,809.32	\$22,876.63	\$35,850.00	\$12,973.37	63.8%
Purchased Services (-)	\$0.00	\$197.85	\$3,900.00	\$3,702.15	5.1%
Supplies & Materials (-)	\$0.00	\$215.41	\$2,000.00	\$1,784.59	10.8%
Capital Expenditures (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Other Objects (-)	\$0.00	\$2,961.88	\$2,500.00	(\$461.88)	118.5%
Non-Capitalized Equipment (-)	\$0.00	\$129.00	\$500.00	\$371.00	25.8%
Sub-total : SUPERINTENDENT	(\$23,572.20)	(\$202,865.25)	(\$315,168.00)	(\$112,302.75)	64.4%
ADMIN SERVICES - SPECIAL ED					
Salaries (-)	\$10,919.98	\$92,819.83	\$141,962.00	\$49,142.17	65.4%
Employee Benefits (-)	\$3,416.70	\$27,839.08	\$42,403.00	\$14,563.92	65.7%
Sub-total : ADMIN SERVICES - SPECIAL ED	(\$14,336.68)	(\$120,658.91)	(\$184,365.00)	(\$63,706.09)	65.4%
WORKERS COMPENSATION INSURANCE					
Purchased Services (-)	\$0.00	\$0.00	\$94,000.00	\$94,000.00	0.0%
Sub-total : WORKERS COMPENSATION INSURANCE	\$0.00	\$0.00	(\$94,000.00)	(\$94,000.00)	0.0%
LOSS PREVENTION REDUCTION					
Other Objects (-)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.0%
Sub-total : LOSS PREVENTION REDUCTION	\$0.00	\$0.00	(\$5,000.00)	(\$5,000.00)	0.0%
PROPERTY INSURANCE					
Purchased Services (-)	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.0%
Sub-total : PROPERTY INSURANCE	\$0.00	\$0.00	(\$100,000.00)	(\$100,000.00)	0.0%
PRINCIPAL					
Salaries (-)	\$53,752.88	\$453,259.57	\$689,545.00	\$236,285.43	65.7%
Employee Benefits (-)	\$16,580.20	\$134,835.06	\$201,846.00	\$67,010.94	66.8%
Purchased Services (-)	\$139.71	\$2,049.46	\$5,100.00	\$3,050.54	40.2%
Supplies & Materials (-)	\$35.59	\$227.14	\$4,200.00	\$3,972.86	5.4%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Other Objects (-)	\$0.00	\$548.00	\$2,400.00	\$1,852.00	22.8%
Termination Benefits (-)	\$0.00	\$9,960.99	\$9,961.00	\$0.01	100.0%
Sub-total : PRINCIPAL	(\$70,508.38)	(\$600,880.22)	(\$914,552.00)	(\$313,671.78)	65.7%
OPERATION OF BUSINESS SERVICES					
Salaries (-)	\$14,074.40	\$119,632.40	\$182,968.00	\$63,335.60	65.4%
Employee Benefits (-)	\$2,485.66	\$20,171.82	\$31,165.00	\$10,993.18	64.7%
Other Objects (-)	\$0.00	\$1,298.30	\$1,400.00	\$101.70	92.7%
Non-Capitalizer Equipment (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : OPERATION OF BUSINESS SERVICES	(\$16,560.06)	(\$141,102.52)	(\$216,033.00)	(\$74,930.48)	65.3%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
FISCAL SERVICES					
Salaries (-)	\$15,976.32	\$142,302.27	\$220,030.00	\$77,727.73	64.7%
Employee Benefits (-)	\$5,927.30	\$52,463.67	\$90,879.00	\$38,415.33	57.7%
Purchased Services (-)	\$107.13	\$3,772.14	\$105,500.00	\$101,727.86	3.6%
Supplies & Materials (-)	\$242.28	\$4,203.95	\$5,000.00	\$796.05	84.1%
Other Objects (-)	\$1,265.43	\$12,378.45	\$20,000.00	\$7,621.55	61.9%
Non-Capitalized Equipment (-)	\$0.00	\$238.25	\$1,000.00	\$761.75	23.8%
Sub-total : FISCAL SERVICES	(\$23,518.46)	(\$215,358.73)	(\$442,409.00)	(\$227,050.27)	48.7%
FACILITY ACQUISITION & CONSTRUCTION					
Purchased Services (-)	\$0.00	\$222,231.99	\$174,686.00	(\$47,545.99)	127.2%
Capital Expenditures (-)	\$0.00	\$459,527.02	\$1,165,358.00	\$705,830.98	39.4%
Sub-total : FACILITY ACQUISITION & CONSTRUCTION	\$0.00	(\$681,759.01)	(\$1,340,044.00)	(\$658,284.99)	50.9%
OPERATION & MAINTENANCE OF PLANT					
Salaries (-)	\$40,861.00	\$324,158.43	\$509,517.00	\$185,358.57	63.6%
Employee Benefits (-)	\$13,080.68	\$109,654.72	\$167,722.00	\$58,067.28	65.4%
Purchased Services (-)	\$62,854.74	\$654,814.85	\$957,675.00	\$302,860.15	68.4%
Supplies & Materials (-)	\$44,307.14	\$299,327.76	\$498,650.00	\$199,322.24	60.0%
Capital Expenditures (-)	\$0.00	\$1,855,053.87	\$2,391,023.00	\$535,969.13	77.6%
Other Objects (-)	\$0.00	\$0.00	\$1,750.00	\$1,750.00	0.0%
Non-Capitalized Equipment (-)	\$404.60	\$3,727.00	\$18,000.00	\$14,273.00	20.7%
Sub-total : OPERATION & MAINTENANCE OF PLANT	(\$161,508.16)	(\$3,246,736.63)	(\$4,544,337.00)	(\$1,297,600.37)	71.4%
PUPIL TRANSPORTATION					
Purchased Services (-)	\$175,120.04	\$761,578.73	\$1,285,000.00	\$523,421.27	59.3%
Sub-total : PUPIL TRANSPORTATION	(\$175,120.04)	(\$761,578.73)	(\$1,285,000.00)	(\$523,421.27)	59.3%
FOOD SERVICES					
Salaries (-)	\$18,990.01	\$128,309.44	\$235,394.00	\$107,084.56	54.5%
Employee Benefits (-)	\$7,917.98	\$53,085.54	\$101,367.00	\$48,281.46	52.4%
Purchased Services (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Supplies & Materials (-)	\$21,957.32	\$96,757.31	\$272,500.00	\$175,742.69	35.5%
Capital Expenditures (-)	\$0.00	\$1,061.78	\$8,000.00	\$6,938.22	13.3%
Other Objects (-)	\$0.00	\$452.50	\$1,500.00	\$1,047.50	30.2%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.0%
Sub-total : FOOD SERVICES	(\$48,865.31)	(\$279,666.57)	(\$624,761.00)	(\$345,094.43)	44.8%
INTERNAL SERVICES					
Purchased Services (-)	\$244.61	\$20,214.47	\$30,600.00	\$10,385.53	66.1%
Supplies & Materials (-)	\$0.00	\$496.90	\$1,500.00	\$1,003.10	33.1%
Sub-total : INTERNAL SERVICES	(\$244.61)	(\$20,711.37)	(\$32,100.00)	(\$11,388.63)	64.5%
INFORMATION SERVICES					
Salaries (-)	\$7,249.30	\$61,619.05	\$94,241.00	\$32,621.95	65.4%
Employee Benefits (-)	\$2,001.70	\$17,713.44	\$26,149.00	\$8,435.56	67.7%
Purchased Services (-)	\$1,006.08	\$18,554.98	\$37,000.00	\$18,445.02	50.1%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Supplies & Materials (-)	\$0.00	\$536.50	\$6,000.00	\$5,463.50	8.9%
Other Objects (-)	\$0.00	\$1,018.02	\$1,500.00	\$481.98	67.9%
Sub-total : INFORMATION SERVICES	(\$10,257.08)	(\$99,441.99)	(\$164,890.00)	(\$65,448.01)	60.3%
OTHER SUPPORT SERVICES - ADMIN					
Salaries (-)	\$37,391.44	\$294,629.01	\$457,319.00	\$162,689.99	64.4%
Employee Benefits (-)	\$12,973.71	\$95,480.16	\$151,650.00	\$56,169.84	63.0%
Purchased Services (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Other Objects (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : OTHER SUPPORT SERVICES - ADMIN	(\$50,365.15)	(\$390,109.17)	(\$610,969.00)	(\$220,859.83)	63.9%
COMMUNITY SERVICES					
Purchased Services (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Sub-total : COMMUNITY SERVICES	\$0.00	\$0.00	(\$2,000.00)	(\$2,000.00)	0.0%
PAYMENTS TO OTHER LEAs					
Purchased Services (-)	\$0.00	\$21,087.00	\$44,500.00	\$23,413.00	47.4%
Other Objects (-)	\$49,310.00	\$1,082,150.01	\$2,473,000.00	\$1,390,849.99	43.8%
Sub-total : PAYMENTS TO OTHER LEAs	(\$49,310.00)	(\$1,103,237.01)	(\$2,517,500.00)	(\$1,414,262.99)	43.8%
DEBT SERVICE - INTEREST					
Interest on Bonds Outstanding (-)	\$0.00	\$368,822.77	\$698,548.00	\$329,725.23	52.8%
Sub-total : DEBT SERVICE - INTEREST	\$0.00	(\$368,822.77)	(\$698,548.00)	(\$329,725.23)	52.8%
DEBT SERVICE - PRINCIPAL					
Principal Payments on Bonds Outstanding (-)	\$0.00	\$1,120,000.00	\$1,120,000.00	\$0.00	100.0%
Sub-total : DEBT SERVICE - PRINCIPAL	\$0.00	(\$1,120,000.00)	(\$1,120,000.00)	\$0.00	100.0%
DEBT SERVICE - OTHER					
Debt Service Fees (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Sub-total : DEBT SERVICE - OTHER	\$0.00	\$0.00	(\$2,500.00)	(\$2,500.00)	0.0%
Total : EXPENDITURES	(\$1,885,092.82)	(\$17,817,389.78)	(\$32,471,248.00)	(\$14,653,858.22)	54.9%
OTHER FINANCING SOURCES & USES					
TRANSFERS FROM OTHER FUNDS					
Transfers Received (+)	\$0.00	\$6,000,000.00	\$0.00	(\$6,000,000.00)	0.0%
Sub-total : TRANSFERS FROM OTHER FUNDS	\$0.00	\$6,000,000.00	\$0.00	(\$6,000,000.00)	0.0%
TRANSFERS TO OTHER FUNDS					
Transfers Sent (-)	\$0.00	\$6,000,000.00	\$0.00	(\$6,000,000.00)	0.0%
Sub-total : TRANSFERS TO OTHER FUNDS	\$0.00	(\$6,000,000.00)	\$0.00	\$6,000,000.00	0.0%
Total : OTHER FINANCING SOURCES & USES	\$0.00	\$0.00	\$0.00	\$0.00	0.0%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 02/01/2022 through 02/28/2022

Fiscal Year: 2021-2022

	<u>02/01/2022 - 02/28/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
NET INCREASE (DECREASE)	\$2,056,866.20	\$458,814.52	(\$2,917,627.00)	(\$3,376,441.52)	15.7%

End of Report

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
10 - EDUCATIONAL					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
100 - SALARIES	\$7,769,901.00	\$599,734.45	\$3,827,285.13	\$3,740,502.86	\$202,113.01
200 - EMPLOYEE BENEFITS	\$1,188,398.00	\$90,049.19	\$552,199.11	\$530,504.17	\$105,694.72
300 - PURCHASED SERVICES	\$241,500.00	\$11,487.04	\$139,253.72	\$9,201.80	\$93,044.48
400 - SUPPLIES & MATERIALS	\$650,345.00	\$40,415.47	\$303,781.96	\$18,591.13	\$327,971.91
500 - CAPITAL OUTLAY	\$192,500.00	\$0.00	\$76,016.76	\$3,012.88	\$113,470.36
600 - OTHER OBJECTS	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00
700 - NON-CAPITAL EQUIPMENT	\$97,000.00	\$694.03	\$46,569.35	\$1,086.00	\$49,344.65
800 - TERMINATION/VACATION PAYMENTS	\$405,933.00	\$23,886.15	\$196,003.79	\$49,966.28	\$159,962.93
1125 - PRE-K PROGRAMS					
100 - SALARIES	\$218,560.00	\$16,788.38	\$109,124.47	\$109,124.48	\$311.05
200 - EMPLOYEE BENEFITS	\$66,354.00	\$4,522.09	\$27,238.63	\$27,020.67	\$12,094.70
400 - SUPPLIES & MATERIALS	\$3,800.00	\$119.09	\$1,584.07	\$19.30	\$2,196.63
700 - NON-CAPITAL EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
1200 - SPECIAL ED PROGRAMS K-12					
100 - SALARIES	\$1,276,974.00	\$89,701.56	\$581,224.68	\$563,996.62	\$131,752.70
200 - EMPLOYEE BENEFITS	\$295,770.00	\$18,985.03	\$113,569.80	\$108,207.99	\$73,992.21
300 - PURCHASED SERVICES	\$500.00	\$330.00	\$629.99	\$0.00	(\$129.99)
400 - SUPPLIES & MATERIALS	\$4,200.00	\$153.36	\$2,350.71	\$0.00	\$1,849.29
500 - CAPITAL OUTLAY	\$8,000.00	\$0.00	\$5,476.24	\$0.00	\$2,523.76
600 - OTHER OBJECTS	\$300.00	\$0.00	\$355.00	\$0.00	(\$55.00)
700 - NON-CAPITAL EQUIPMENT	\$3,000.00	\$0.00	\$4,339.08	\$0.00	(\$1,339.08)
1250 - REMEDIAL & SUPPLEMENTAL K-12					
100 - SALARIES	\$569,777.00	\$43,828.98	\$284,888.37	\$284,888.63	\$0.00
200 - EMPLOYEE BENEFITS	\$81,656.00	\$6,539.65	\$39,695.05	\$39,695.09	\$2,265.86
300 - PURCHASED SERVICES	\$45,303.00	\$0.00	\$45,276.56	\$0.00	\$26.44
400 - SUPPLIES & MATERIALS	\$13,900.00	\$169.36	\$7,630.23	\$0.00	\$6,269.77
1500 - INTERSCHOLASTIC PROGRAMS					
100 - SALARIES	\$90,000.00	\$238.88	\$40,856.69	\$1,710.80	\$47,432.51
200 - EMPLOYEE BENEFITS	\$1,240.00	\$2.98	\$400.82	\$14.09	\$825.09
400 - SUPPLIES & MATERIALS	\$1,500.00	\$149.94	\$2,859.36	\$0.00	(\$1,359.36)
500 - CAPITAL OUTLAY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date: 2/1/2022 To Date: 2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
600 - OTHER OBJECTS	\$3,700.00	\$0.00	\$3,500.00	\$0.00	\$200.00
1600 - SUMMER SCHOOL PROGRAMS					
100 - SALARIES	\$41,819.00	\$0.00	\$41,818.00	\$0.00	\$1.00
200 - EMPLOYEE BENEFITS	\$1,022.00	\$0.00	\$839.56	\$0.00	\$182.44
400 - SUPPLIES & MATERIALS	\$4,500.00	\$0.00	\$670.78	\$0.00	\$3,829.22
1650 - GIFTED PROGRAMS					
100 - SALARIES	\$314,460.00	\$24,892.62	\$161,802.03	\$161,801.97	(\$9,144.00)
200 - EMPLOYEE BENEFITS	\$64,606.00	\$3,497.04	\$19,830.10	\$21,175.16	\$23,600.74
400 - SUPPLIES & MATERIALS	\$3,500.00	\$279.25	\$1,877.24	\$355.00	\$1,267.76
1800 - BILINGUAL PROGRAMS					
100 - SALARIES	\$670,884.00	\$52,566.16	\$333,141.43	\$328,827.85	\$8,914.72
200 - EMPLOYEE BENEFITS	\$87,803.00	\$7,093.16	\$42,153.51	\$41,848.20	\$3,801.29
300 - PURCHASED SERVICES	\$1,950.00	\$0.00	\$1,800.00	\$0.00	\$150.00
400 - SUPPLIES & MATERIALS	\$18,600.00	\$30.00	\$2,808.58	\$0.00	\$15,791.42
2110 - ATTENDANCE & SOCIAL WORK					
100 - SALARIES	\$392,546.00	\$30,195.86	\$196,273.09	\$196,272.91	\$0.00
200 - EMPLOYEE BENEFITS	\$25,044.00	\$1,941.83	\$11,884.90	\$12,728.14	\$430.96
400 - SUPPLIES & MATERIALS	\$1,400.00	\$105.46	\$105.46	\$0.00	\$1,294.54
2130 - HEALTH SERVICES					
100 - SALARIES	\$191,053.00	\$12,393.78	\$86,365.31	\$65,374.65	\$39,313.04
200 - EMPLOYEE BENEFITS	\$45,132.00	\$2,953.44	\$18,141.30	\$16,035.32	\$10,955.38
300 - PURCHASED SERVICES	\$1,500.00	\$7,975.91	\$22,534.91	\$0.00	(\$21,034.91)
400 - SUPPLIES & MATERIALS	\$20,940.00	\$429.02	\$13,714.11	\$0.00	\$7,225.89
500 - CAPITAL OUTLAY	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00
600 - OTHER OBJECTS	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
700 - NON-CAPITAL EQUIPMENT	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00
2140 - PSYCHOLOGICAL SERVICES					
100 - SALARIES	\$156,500.00	\$13,401.32	\$87,108.58	\$87,108.42	(\$17,717.00)
200 - EMPLOYEE BENEFITS	\$34,871.00	\$2,730.74	\$16,487.65	\$16,487.72	\$1,895.63
300 - PURCHASED SERVICES	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
400 - SUPPLIES & MATERIALS	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00
2150 - SPEECH PATHOLOGY & AUDIOLOGY					
100 - SALARIES	\$281,336.00	\$20,372.64	\$132,422.16	\$132,422.04	\$16,491.80
200 - EMPLOYEE BENEFITS	\$32,858.00	\$2,874.06	\$17,381.68	\$17,247.04	(\$1,770.72)
300 - PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$146.74	(\$146.74)

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date: 2/1/2022 To Date: 2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
400 - SUPPLIES & MATERIALS	\$900.00	\$0.00	\$1,689.36	\$55.00	(\$844.36)
2190 - OTHER SUPPORT SERVICES - PUPILS					
100 - SALARIES	\$125,979.00	\$10,984.48	\$49,684.46	\$13,986.22	\$62,308.32
200 - EMPLOYEE BENEFITS	\$987.00	\$60.81	\$210.83	\$89.51	\$686.66
2210 - IMPROVEMENT OF INSTRUCTION					
100 - SALARIES	\$432,388.00	\$28,217.46	\$245,476.49	\$120,891.95	\$66,019.56
200 - EMPLOYEE BENEFITS	\$45,017.00	\$3,083.14	\$27,297.17	\$12,509.37	\$5,210.46
300 - PURCHASED SERVICES	\$63,793.00	\$205.70	\$26,541.76	\$0.00	\$37,251.24
400 - SUPPLIES & MATERIALS	\$3,500.00	\$32.99	\$1,199.33	\$0.00	\$2,300.67
600 - OTHER OBJECTS	\$1,800.00	\$0.00	\$1,759.58	\$0.00	\$40.42
2220 - EDUCATIONAL MEDIA					
100 - SALARIES	\$263,415.00	\$20,262.72	\$131,707.68	\$131,707.32	\$0.00
200 - EMPLOYEE BENEFITS	\$26,965.00	\$2,139.42	\$12,993.54	\$12,993.54	\$977.92
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
400 - SUPPLIES & MATERIALS	\$9,800.00	\$1,017.61	\$5,624.95	\$3,476.81	\$698.24
2230 - ASSESSMENT & TESTING					
300 - PURCHASED SERVICES	\$14,525.00	\$0.00	\$14,525.00	\$0.00	\$0.00
2310 - BOARD OF EDUCATION					
200 - EMPLOYEE BENEFITS	\$70,000.00	\$4,785.90	\$59,443.28	\$0.00	\$10,556.72
300 - PURCHASED SERVICES	\$218,900.00	\$16,853.40	\$116,802.54	\$0.00	\$102,097.46
400 - SUPPLIES & MATERIALS	\$2,500.00	\$84.58	\$660.11	\$0.00	\$1,839.89
600 - OTHER OBJECTS	\$15,000.00	\$0.00	\$250.00	\$0.00	\$14,750.00
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
2320 - SUPERINTENDENT					
100 - SALARIES	\$269,918.00	\$20,762.88	\$176,484.48	\$93,432.94	\$0.58
200 - EMPLOYEE BENEFITS	\$31,936.00	\$2,504.12	\$20,284.50	\$10,268.02	\$1,383.48
300 - PURCHASED SERVICES	\$3,900.00	\$0.00	\$197.85	\$0.00	\$3,702.15
400 - SUPPLIES & MATERIALS	\$2,000.00	\$0.00	\$215.41	\$0.00	\$1,784.59
500 - CAPITAL OUTLAY	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
600 - OTHER OBJECTS	\$2,500.00	\$0.00	\$2,961.88	\$0.00	(\$461.88)
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$129.00	\$0.00	\$371.00
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
100 - SALARIES	\$141,962.00	\$10,919.98	\$92,819.83	\$49,139.98	\$2.19
200 - EMPLOYEE BENEFITS	\$37,266.00	\$3,047.74	\$24,494.45	\$12,308.73	\$462.82
2410 - PRINCIPAL					

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
100 - SALARIES	\$689,545.00	\$53,752.88	\$453,259.57	\$241,732.19	(\$5,446.76)
200 - EMPLOYEE BENEFITS	\$164,753.00	\$13,949.87	\$110,525.23	\$56,310.33	(\$2,082.56)
300 - PURCHASED SERVICES	\$5,100.00	\$139.71	\$2,049.46	\$0.00	\$3,050.54
400 - SUPPLIES & MATERIALS	\$4,200.00	\$35.59	\$227.14	\$314.93	\$3,657.93
500 - CAPITAL OUTLAY	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
600 - OTHER OBJECTS	\$2,400.00	\$0.00	\$548.00	\$0.00	\$1,852.00
800 - TERMINATION/VACATION PAYMENTS	\$9,961.00	\$0.00	\$9,960.99	\$0.00	\$0.01
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
100 - SALARIES	\$182,968.00	\$14,074.40	\$119,632.40	\$63,334.62	\$0.98
200 - EMPLOYEE BENEFITS	\$28,511.00	\$2,284.66	\$18,447.86	\$9,309.13	\$754.01
600 - OTHER OBJECTS	\$1,400.00	\$0.00	\$1,298.30	\$0.00	\$101.70
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
2520 - FISCAL SERVICES					
100 - SALARIES	\$220,030.00	\$15,976.32	\$142,302.27	\$74,913.02	\$2,814.71
200 - EMPLOYEE BENEFITS	\$49,622.00	\$3,230.01	\$25,883.56	\$12,955.70	\$10,782.74
300 - PURCHASED SERVICES	\$105,500.00	\$107.13	\$3,772.14	\$0.00	\$101,727.86
400 - SUPPLIES & MATERIALS	\$5,000.00	\$242.28	\$4,203.95	\$315.25	\$480.80
600 - OTHER OBJECTS	\$20,000.00	\$1,265.43	\$12,378.45	\$0.00	\$7,621.55
700 - NON-CAPITAL EQUIPMENT	\$1,000.00	\$0.00	\$238.25	\$0.00	\$761.75
2560 - FOOD SERVICES					
100 - SALARIES	\$235,394.00	\$18,990.01	\$128,309.44	\$90,768.24	\$16,316.32
200 - EMPLOYEE BENEFITS	\$58,080.00	\$4,794.14	\$29,778.39	\$27,800.67	\$500.94
300 - PURCHASED SERVICES	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
400 - SUPPLIES & MATERIALS	\$272,500.00	\$21,957.32	\$96,757.31	\$0.00	\$175,742.69
500 - CAPITAL OUTLAY	\$8,000.00	\$0.00	\$1,061.78	\$0.00	\$6,938.22
600 - OTHER OBJECTS	\$1,500.00	\$0.00	\$452.50	\$0.00	\$1,047.50
700 - NON-CAPITAL EQUIPMENT	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00
2570 - INTERNAL SERVICES					
300 - PURCHASED SERVICES	\$30,600.00	\$244.61	\$20,214.47	\$0.00	\$10,385.53
400 - SUPPLIES & MATERIALS	\$1,500.00	\$0.00	\$496.90	\$0.00	\$1,003.10
2630 - INFORMATION SERVICES					
100 - SALARIES	\$94,241.00	\$7,249.30	\$61,619.05	\$906.16	\$31,715.79
200 - EMPLOYEE BENEFITS	\$8,478.00	\$724.36	\$5,805.26	\$1,448.72	\$1,224.02
300 - PURCHASED SERVICES	\$37,000.00	\$1,006.08	\$18,554.98	\$0.00	\$18,445.02
400 - SUPPLIES & MATERIALS	\$6,000.00	\$0.00	\$536.50	\$0.00	\$5,463.50

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
600 - OTHER OBJECTS	\$1,500.00	\$0.00	\$1,018.02	\$0.00	\$481.98
2640 - RECRUITMENT TITLE 2A FED FUND					
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
2660 - OTHER SUPPORT SERVICES - PUPILS					
100 - SALARIES	\$457,319.00	\$37,391.44	\$294,629.01	\$166,550.77	(\$3,860.78)
200 - EMPLOYEE BENEFITS	\$85,386.00	\$8,572.89	\$54,097.50	\$26,753.91	\$4,534.59
300 - PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
600 - OTHER OBJECTS	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
3000 - COMMUNITY SERVICES					
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
400 - SUPPLIES & MATERIALS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
4120 - PAYMENTS FOR SPECIAL ED PROGRAMS					
300 - PURCHASED SERVICES	\$44,500.00	\$0.00	\$21,087.00	\$0.00	\$23,413.00
600 - OTHER OBJECTS	\$2,473,000.00	\$49,310.00	\$1,082,150.01	\$0.00	\$1,390,849.99
10 - EDUCATIONAL Total:	\$22,737,974.00	\$1,511,789.28	\$11,356,019.12	\$7,819,646.98	\$3,562,307.90

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
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FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
20 - OPERATIONS & MAINTENANCE					
0 - EXPENDITURES					
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
100 - SALARIES	\$509,517.00	\$40,861.00	\$324,158.43	\$147,780.39	\$37,578.18
200 - EMPLOYEE BENEFITS	\$72,183.00	\$6,016.95	\$48,187.00	\$24,110.64	(\$114.64)
300 - PURCHASED SERVICES	\$957,675.00	\$62,854.74	\$654,814.85	\$19,389.00	\$283,471.15
400 - SUPPLIES & MATERIALS	\$498,650.00	\$44,307.14	\$299,327.76	\$8,282.75	\$191,039.49
500 - CAPITAL OUTLAY	\$254,000.00	\$0.00	\$58,991.23	\$24,109.93	\$170,898.84
600 - OTHER OBJECTS	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00
700 - NON-CAPITAL EQUIPMENT	\$18,000.00	\$404.60	\$3,727.00	\$0.00	\$14,273.00
20 - OPERATIONS & MAINTENANCE Total:	\$2,311,775.00	\$154,444.43	\$1,389,206.27	\$223,672.71	\$698,896.02

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
30 - DEBT SERVICE					
0 - EXPENDITURES					
5140 - DEBT SERVICE - INTEREST PAYMENTS					
600 - OTHER OBJECTS	\$698,548.00	\$0.00	\$368,822.77	\$0.00	\$329,725.23
5200 - INTEREST ON BONDS OUTSTANDING					
600 - OTHER OBJECTS	\$1,120,000.00	\$0.00	\$1,120,000.00	\$0.00	\$0.00
5400 - DEBT SERVICE LEASES					
600 - OTHER OBJECTS	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
30 - DEBT SERVICE Total:	\$1,821,048.00	\$0.00	\$1,488,822.77	\$0.00	\$332,225.23

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2022 Range To Date Year To Date Encumbrance Budget Balance

40 - TRANSPORTATION

0 - EXPENDITURES

2550 - PUPIL TRANSPORTATION

300 - PURCHASED SERVICES

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
300 - PURCHASED SERVICES	\$1,285,000.00	\$175,120.04	\$761,578.73	\$0.00	\$523,421.27
40 - TRANSPORTATION Total:	\$1,285,000.00	\$175,120.04	\$761,578.73	\$0.00	\$523,421.27

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date: 2/1/2022 To Date: 2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
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 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
51 - IMRF					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
200 - EMPLOYEE BENEFITS	\$2,442.00	\$279.66	\$2,065.67	\$375.51	\$0.82
1125 - PRE-K PROGRAMS					
200 - EMPLOYEE BENEFITS	\$5,499.00	\$377.50	\$2,833.73	\$4,713.10	(\$2,047.83)
1200 - SPECIAL ED PROGRAMS K-12					
200 - EMPLOYEE BENEFITS	\$45,056.00	\$2,262.85	\$16,759.17	\$13,119.95	\$15,176.88
1500 - INTERSCHOLASTIC PROGRAMS					
200 - EMPLOYEE BENEFITS	\$1,110.00	\$0.00	\$857.64	\$22.33	\$230.03
1600 - SUMMER SCHOOL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$0.00	\$0.00	\$351.84	\$0.00	(\$351.84)
1800 - BILINGUAL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$0.00	\$52.96	\$171.85	\$52.96	(\$224.81)
2130 - HEALTH SERVICES					
200 - EMPLOYEE BENEFITS	\$21,207.00	\$1,235.66	\$9,875.77	\$7,320.31	\$4,010.92
2190 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$2,442.00	\$121.71	\$145.94	\$58.85	\$2,237.21
2210 - IMPROVEMENT OF INSTRUCTION					
200 - EMPLOYEE BENEFITS	\$6,572.00	\$454.02	\$4,519.18	\$2,246.18	(\$193.36)
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
200 - EMPLOYEE BENEFITS	\$1,975.00	\$136.38	\$1,357.61	\$674.75	(\$57.36)
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$16,893.00	\$1,238.00	\$11,879.17	\$5,921.48	(\$907.65)
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$24,424.00	\$1,592.84	\$16,628.11	\$8,221.98	(\$426.09)
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$56,557.00	\$4,070.02	\$37,728.35	\$17,642.80	\$1,185.85
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$25,276.00	\$1,817.76	\$14,401.75	\$10,080.85	\$793.40
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$10,461.00	\$722.76	\$7,194.25	\$1,779.58	\$1,487.17
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$38,260.00	\$2,505.94	\$25,106.87	\$12,200.62	\$952.51
51 - IMRF Total:	\$258,174.00	\$16,868.06	\$151,876.90	\$84,431.25	\$21,865.85

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date: 2/1/2022 To Date: 2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
52 - SOCIAL SECURITY AND MEDICARE					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
200 - EMPLOYEE BENEFITS	\$119,761.00	\$9,135.50	\$56,793.41	\$51,438.22	\$11,529.37
1125 - PRE-K PROGRAMS					
200 - EMPLOYEE BENEFITS	\$6,242.00	\$330.16	\$2,204.82	\$3,180.76	\$856.42
1200 - SPECIAL ED PROGRAMS K-12					
200 - EMPLOYEE BENEFITS	\$43,684.00	\$2,501.99	\$15,726.46	\$13,629.78	\$14,327.76
1250 - REMEDIAL & SUPPLEMENTAL K-12					
200 - EMPLOYEE BENEFITS	\$8,262.00	\$601.71	\$3,928.77	\$3,926.63	\$406.60
1500 - INTERSCHOLASTIC PROGRAMS					
200 - EMPLOYEE BENEFITS	\$1,925.00	\$3.46	\$1,229.78	\$30.65	\$664.57
1600 - SUMMER SCHOOL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$607.00	\$0.00	\$785.10	\$0.00	(\$178.10)
1650 - GIFTED PROGRAMS					
200 - EMPLOYEE BENEFITS	\$4,561.00	\$342.48	\$2,235.35	\$2,234.85	\$90.80
1800 - BILINGUAL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$9,707.00	\$744.74	\$4,667.26	\$4,546.57	\$493.17
2110 - ATTENDANCE & SOCIAL WORK					
200 - EMPLOYEE BENEFITS	\$5,693.00	\$428.52	\$2,790.46	\$2,784.81	\$117.73
2130 - HEALTH SERVICES					
200 - EMPLOYEE BENEFITS	\$14,620.00	\$855.07	\$5,936.38	\$4,458.64	\$4,224.98
2140 - PSYCHOLOGICAL SERVICES					
200 - EMPLOYEE BENEFITS	\$2,270.00	\$179.60	\$1,175.39	\$1,173.43	(\$78.82)
2150 - SPEECH PATHOLOGY & AUDIOLOGY					
200 - EMPLOYEE BENEFITS	\$4,081.00	\$273.88	\$1,792.47	\$1,791.71	\$496.82
2190 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$7,062.00	\$523.58	\$2,743.66	\$627.35	\$3,690.99
2210 - IMPROVEMENT OF INSTRUCTION					
200 - EMPLOYEE BENEFITS	\$9,943.00	\$682.25	\$5,888.23	\$2,993.79	\$1,060.98
2220 - EDUCATIONAL MEDIA					
200 - EMPLOYEE BENEFITS	\$3,822.00	\$283.26	\$1,846.54	\$1,845.76	\$129.70
2320 - SUPERINTENDENT					
200 - EMPLOYEE BENEFITS	\$3,914.00	\$305.20	\$2,592.13	\$1,371.33	(\$49.46)
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
200 - EMPLOYEE BENEFITS	\$3,162.00	\$232.58	\$1,987.02	\$1,053.50	\$121.48
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$20,200.00	\$1,392.33	\$12,430.66	\$6,305.06	\$1,464.28
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
200 - EMPLOYEE BENEFITS	\$2,654.00	\$201.00	\$1,723.96	\$910.68	\$19.36
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$16,833.00	\$1,104.45	\$9,952.00	\$5,262.49	\$1,618.51
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$38,982.00	\$2,993.71	\$23,739.37	\$11,833.24	\$3,409.39
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$18,011.00	\$1,306.08	\$8,905.40	\$6,094.26	\$3,011.34
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$7,210.00	\$554.58	\$4,713.93	\$1,128.56	\$1,367.51
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$28,004.00	\$1,894.88	\$16,275.79	\$8,617.16	\$3,111.05
52 - SOCIAL SECURITY AND MEDICARE Total:	\$381,210.00	\$26,871.01	\$192,064.34	\$137,239.23	\$51,906.43

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2022 Range To Date Year To Date Encumbrance Budget Balance

60 - CAPITAL PROJECTS

0 - EXPENDITURES

2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES	\$123,076.00	\$0.00	\$47,628.50	\$0.00	\$75,447.50
500 - CAPITAL OUTLAY	\$1,165,358.00	\$0.00	\$459,527.02	\$0.00	\$705,830.98
60 - CAPITAL PROJECTS Total:	\$1,288,434.00	\$0.00	\$507,155.52	\$0.00	\$781,278.48

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
80 - TORT IMMUNITY					
0 - EXPENDITURES					
2362 - WORKERS COMPENSATION INSURANCE					
300 - PURCHASED SERVICES	\$94,000.00	\$0.00	\$0.00	\$0.00	\$94,000.00
2366 - JUDGMENTS/SETTLEMENTS					
600 - OTHER OBJECTS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
2371 - PROPERTY INSURANCE					
300 - PURCHASED SERVICES	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
80 - TORT IMMUNITY Total:	\$199,000.00	\$0.00	\$0.00	\$0.00	\$199,000.00

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2022 Range To Date Year To Date Encumbrance Budget Balance

90 - FIRE PREVENTION & SAFETY

0 - EXPENDITURES

2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES	\$51,610.00	\$0.00	\$174,603.49	\$0.00	(\$122,993.49)
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2540 - OPERATIONS & MAINTENANCE OF PLANTS

500 - CAPITAL OUTLAY	\$2,137,023.00	\$0.00	\$1,796,062.64	\$0.00	\$340,960.36
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90 - FIRE PREVENTION & SAFETY Total:	\$2,188,633.00	\$0.00	\$1,970,666.13	\$0.00	\$217,966.87
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Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2021-2022 From Date:2/1/2022 To Date:2/28/2022

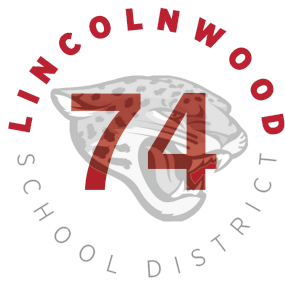
Account Mask: ??????????????????

Account Type: EXPENDITURE

- Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2022	Range To Date	Year To Date	Encumbrance	Budget Balance
Grand Total:	\$32,471,248.00	\$1,885,092.82	\$17,817,389.78	\$8,264,990.17	\$6,388,868.05

End of Report



Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: Workers' Compensation Insurance Coverage for FY23

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

A reservation of rights letter was sent from SD74 to IPRF which acknowledged receipt of it via USPS-mailed letter, as well as the returned USPS certified mail ticket. This allows the District to break away from IPRF for workers' compensation coverage in July, if desired. Should the District prefer to remain with IPRF, a letter must be sent indicating so before June 1. District Legal Counsel has reviewed the Accident Fund Contract and stated Workers' Compensation coverage in Illinois is largely driven by statute. They (Accident Fund) cover what they are required by law to cover for Workers' Compensation. For the Employer's Liability coverage, the exclusions are to be expected. Administration was advised to make sure all of the District worksite addresses are correctly listed on page 3 of the PDF "Schedule of Covered Workplaces". On 4/13/2022, the broker sent updated IPRF cost estimates. See attachments.

Fiscal Impact:

\$60,376 estimated in FY23 with new vendor, Accident Fund

OR

\$58,754 estimated in FY23 with IPRF (\$60,308 premium, -\$3,363 safety grant, \$1,809 admin. fee)

The District paid \$86,204 plus a \$2,586 annual administrative fee in 2021-22 then received \$3,363 in Safety Grant funds with vendor IPRF (**\$85,427**)

Recommendation:

The Finance Committee concurs with the Administration to recommend to the Board of Education to remain with IPRF for workers' compensation insurance during Fiscal Year 2023 at an estimated net cost of \$58,754; and directs the Administration to send a letter to IPRF to cancel the reservation of rights notice sent on March 25, 2022.

Policy Number	Policy Period	
	From	To
AF WCP 100037937	07/01/2022 12:01 A.M. Standard Time at the described location	07/01/2023

Transaction	
INFORMATION PAGE Submission - New Business	
ITEM 1. Named Insured and Address	Agent
LINCOLNWOOD SCHOOL DISTRICT 74 6950 N EAST PRAIRIE RD LINCOLNWOOD, IL 60712-2520 cwhited@sd74.org	ASSUREDPARTNERS OF ILLINOIS, LLC 4350 WEAVER PKWY WARRENVILLE, IL 60555 630-990-9091
	AF44339

Other Workplaces Not Shown Above: See schedule attached
Extended Named Insured: Absence of an entry means no exception

Interstate ID:	Intrastate ID:
Insured Is: Governmental Entity	FEIN#: 366004292
Bureau/Risk ID:	NCCI #: 19968
Unemployment ID Number:	

ITEM 2. POLICY PERIOD is from 12:01 A.M., 07/01/2022 to 12:01 A.M., 07/01/2023 Standard Time at the insured's mailing address.

ITEM 3. COVERAGE

- A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here:
IL
- B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in Item 3A.
The limits of our liability under Part Two are:

Bodily Injury by Accident	\$ 1,000,000	each accident
Bodily Injury by Disease	\$ 1,000,000	policy limit
Bodily Injury by Disease	\$ 1,000,000	each employee
- C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here.
All states and U.S. territories except: monopolistic states, Puerto Rico, the U.S. Virgin Islands, and states designated in Item 3A of the Information Page
- D. This policy includes these endorsements and schedules:
See endorsement schedule

ITEM 4. PREMIUM

The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates, and Rating Plans. All information required below is subject to verification and change by audit.

CLASSIFICATIONS

SEE SCHEDULE OF CLASSIFICATIONS ON FOLLOWING PAGE(S)

Minimum Premium	Deposit Premium	Total Estimated Annual Premium	Premium Adjustment Period:
\$ 1,074	\$6,581.20	\$ 60,376	Annual - Reporting

AGENT COPY

Policy Number	Policy Period	
	From	To
AF WCP 100037937	07/01/2022	07/01/2023
12:01 A.M. Standard Time at the described location		

Transaction	
INFORMATION PAGE Submission - New Business	
ITEM 1. Named Insured and Address	Agent
LINCOLNWOOD SCHOOL DISTRICT 74 6950 N EAST PRAIRIE RD LINCOLNWOOD, IL 60712-2520 cwhited@sd74.org	ASSUREDPARTNERS OF ILLINOIS, LLC 4350 WEAVER PKWY WARRENVILLE, IL 60555 630-990-9091
	AF44339

SCHEDULE OF CLASSIFICATIONS:07/01/2022-07/01/2023

CLASSIFICATIONS	CODE NO	PREM BASIS ESTIMATED REMUNERATION	RATE PER \$100	ESTIMATED ANNUAL PREMIUM
STATE: Illinois				
SCHOOL ALL OTHER EMPLOYEES	9101	602,936	3.5500	\$21,404
SCHOOL PROFESSIONAL EMPLOYEES & CLERICAL	8868	13,890,725	0.4400	\$61,119
Total Manual Premium				\$82,523
Employers Liability (E/L) increased limits factor	9812	82,523	1.0140	\$1,155
Total Subject Premium				\$83,678
Experience Modifier	9898	83,678	1.0000	\$0
Total Modified Premium				\$83,678
Schedule Rating Credit	9887	83,678	0.7000	(\$25,103)
Group Program Credit	9034	58,575	0.9500	(\$2,929)
Total Standard Premium				\$55,646
Premium Discount	0063	55,646	0.9254	(\$4,151)
Expense Constant	0900	1	160.0000	\$160
Terrorism Premium	9740	14,493,661	0.0360	\$5,218
Catastrophe Premium	9741	14,493,661	0.0200	\$2,899
Estimated Annual Premium				\$59,772
Other Premium and Surcharges				
WC Commission Surcharge	IL CS	59,772	0.0101	\$604
Total Amount Due				\$60,376

Total Estimated Annual Premium \$60,376

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Policy Number	Policy Period	
	From	To
AF WCP 100037937	07/01/2022 12:01 A.M. Standard Time at the described location	07/01/2023

Transaction	
INFORMATION PAGE Submission - New Business	
ITEM 1.	Named Insured and Address
LINCOLNWOOD SCHOOL DISTRICT 74 6950 N EAST PRAIRIE RD LINCOLNWOOD, IL 60712-2520 cwhited@sd74.org	ASSUREDPARTNERS OF ILLINOIS, LLC 4350 WEAVER PKWY WARRENVILLE, IL 60555 630-990-9091
	AF44339

SCHEDULE OF COVERED WORKPLACES

Address

Lincolnwood School District 74 - 366004292
6950 N East Prairie Rd
Lincolnwood, IL 60712-2520

Lincolnwood School District 74 - 366004292
6970 N. East Prairie Road
Lincolnwood, IL 60712

Lincolnwood School District 74 - 366004292
6976 N. East Prairie Road
Lincolnwood, IL 60712

Lincolnwood School District 74 - 366004292
3925 W Lunt Ave
Lincolnwood, IL 60712-2548

Lincolnwood School District 74 - 366004292
6850 N East Prairie Rd
Lincolnwood, IL 60712-2547

Lincolnwood School District 74 - 366004292
6855 N Crawford Ave
Lincolnwood, IL 60712-4601

Policy Number	Policy Period	
	From	To
AF WCP 100037937	07/01/2022	07/01/2023
12:01 A.M. Standard Time at the described location		

Transaction	
INFORMATION PAGE Submission - New Business	
ITEM 1. Named Insured and Address	Agent
LINCOLNWOOD SCHOOL DISTRICT 74 6950 N EAST PRAIRIE RD LINCOLNWOOD, IL 60712-2520 cwhited@sd74.org	ASSUREDPARTNERS OF ILLINOIS, LLC 4350 WEAVER PKWY WARRENVILLE, IL 60555 630-990-9091
	AF44339

ENDORSEMENT SCHEDULE

State	Form Nbr.	Ed. Date	Description
IL	WC 00 00 01 A	05 88	Information Page - AF CW
IL	WC 00 00 00 C	01 15	Workers Compensation and Employers Liability Insurance Policy
IL	WC 00 04 06 A	07 95	Premium Discount Endorsement
IL	WC 00 04 14 A	01 19	Notification Of Change In Ownership Endorsement
IL	WC 00 04 19	01 01	Premium Due Date Endorsement
IL	WC 00 04 21 E	01 21	Catastrophe (Other Than Certified Acts of Terrorism) Premium Endorsement
IL	WC 00 04 22 C	01 21	Terrorism Risk Insurance Program Reauthorization Act Disclosure Endorsement
IL	WC 00 04 24	01 17	Audit Non-Compliance Charge Endorsement
IL	WC 12 06 01 F	01 19	Illinois Amendatory Endorsement
IL	WC 12 06 03	01 19	Illinois Renewal Endorsement
IL	WC 99 04 03	01 07	Participating Provisions Endorsement
IL	WC 99 06 50 B	07 21	Invoice Fee
IL	WC 99 06 60	05 17	Execution Clause Endorsement

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WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

In return for the payment of the premium and subject to all terms of this policy, we agree with you as follows:

GENERAL SECTION**A. The Policy**

This policy includes at its effective date the Information Page and all endorsements and schedules listed there. It is a contract of insurance between you (the employer named in Item 1 of the Information Page) and us (the insurer named on the Information Page). The only agreements relating to this insurance are stated in this policy. The terms of this policy may not be changed or waived except by endorsement issued by us to be part of this policy.

B. Who is Insured

You are insured if you are an employer named in Item 1 of the Information Page. If that employer is a partnership, and if you are one of its partners, you are insured, but only in your capacity as an employer of the partnership's employees.

C. Workers Compensation Law

Workers Compensation Law means the workers or workmen's compensation law and occupational disease law of each state or territory named in Item 3.A. of the Information Page. It includes any amendments to that law which are in effect during the policy period. It does not include any federal workers or workmen's compensation law, any federal occupational disease law or the provisions of any law that provide nonoccupational disability benefits.

D. State

State means any state of the United States of America, and the District of Columbia.

E. Locations

This policy covers all of your workplaces listed in Items 1 or 4 of the Information Page; and it covers all other workplaces in Item 3.A. states unless you have other insurance or are self-insured for such workplaces.

**PART ONE
WORKERS COMPENSATION INSURANCE****A. How This Insurance Applies**

This workers compensation insurance applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. Bodily injury by accident must occur during the policy period.
2. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the policy period.

B. We Will Pay

We will pay promptly when due the benefits required of you by the workers compensation law.

C. We Will Defend

We have the right and duty to defend at our expense any claim, proceeding or suit against you for benefits payable by this insurance. We have the right to investigate and settle these claims, proceedings or suits.

We have no duty to defend a claim, proceeding or suit that is not covered by this insurance.

D. We Will Also Pay

We will also pay these costs, in addition to other amounts payable under this insurance, as part of any claim, proceeding or suit we defend:

1. reasonable expenses incurred at our request, but not loss of earnings;
2. premiums for bonds to release attachments and for appeal bonds in bond amounts up to the amount payable under this insurance;
3. litigation costs taxed against you;
4. interest on a judgment as required by law until we offer the amount due under this insurance; and
5. expenses we incur.

E. Other Insurance

We will not pay more than our share of benefits and costs covered by this insurance and other

(Ed. 1-15)

insurance or self-insurance. Subject to any limits of liability that may apply, all shares will be equal until the loss is paid. If any insurance or self-insurance is exhausted, the shares of all remaining insurance will be equal until the loss is paid.

F. Payments You Must Make

You are responsible for any payments in excess of the benefits regularly provided by the workers compensation law including those required because:

1. of your serious and willful misconduct;
2. you knowingly employ an employee in violation of law;
3. you fail to comply with a health or safety law or regulation; or
4. you discharge, coerce or otherwise discriminate against any employee in violation of the workers compensation law.

If we make any payments in excess of the benefits regularly provided by the workers compensation law on your behalf, you will reimburse us promptly.

G. Recovery From Others

We have your rights, and the rights of persons entitled to the benefits of this insurance, to recover our payments from anyone liable for the injury. You will do everything necessary to protect those rights for us and to help us enforce them.

H. Statutory Provisions

These statements apply where they are required by law.

1. As between an injured worker and us, we have notice of the injury when you have notice.
2. Your default or the bankruptcy or insolvency of you or your estate will not relieve us of our duties under this insurance after an injury occurs.
3. We are directly and primarily liable to any person entitled to the benefits payable by this insurance. Those persons may enforce our duties; so may an agency authorized by law. Enforcement may be against us or against you and us.
4. Jurisdiction over you is jurisdiction over us for purposes of the workers compensation law. We are bound by decisions against you under that law, subject to the provisions of this policy that are not in conflict with that law.
5. This insurance conforms to the parts of the

workers compensation law that apply to:

- a. benefits payable by this insurance;
 - b. special taxes, payments into security or other special funds, and assessments payable by us under that law.
6. Terms of this insurance that conflict with the workers compensation law are changed by this statement to conform to that law.

Nothing in these paragraphs relieves you of your duties under this policy.

PART TWO

EMPLOYERS LIABILITY INSURANCE

A. How This Insurance Applies

This employers liability insurance applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must arise out of and in the course of the injured employee's employment by you.
2. The employment must be necessary or incidental to your work in a state or territory listed in Item 3.A. of the Information Page.
3. Bodily injury by accident must occur during the policy period.
4. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the policy period.
5. If you are sued, the original suit and any related legal actions for damages for bodily injury by accident or by disease must be brought in the United States of America, its territories or possessions, or Canada.

B. We Will Pay

We will pay all sums that you legally must pay as damages because of bodily injury to your employees, provided the bodily injury is covered by this Employers Liability Insurance.

The damages we will pay, where recovery is permitted by law, include damages:

1. For which you are liable to a third party by reason of a claim or suit against you by that third party to recover the damages claimed against

such third party as a result of injury to your employee;

2. For care and loss of services; and
3. For consequential bodily injury to a spouse, child, parent, brother or sister of the injured employee; provided that these damages are the direct consequence of bodily injury that arises out of and in the course of the injured employee's employment by you; and
4. Because of bodily injury to your employee that arises out of and in the course of employment, claimed against you in a capacity other than as employer.

C. Exclusions

This insurance does not cover:

1. Liability assumed under a contract. This exclusion does not apply to a warranty that your work will be done in a workmanlike manner;
2. Punitive or exemplary damages because of bodily injury to an employee employed in violation of law;
3. Bodily injury to an employee while employed in violation of law with your actual knowledge or the actual knowledge of any of your executive officers;
4. Any obligation imposed by a workers compensation, occupational disease, unemployment compensation, or disability benefits law, or any similar law;
5. Bodily injury intentionally caused or aggravated by you;
6. Bodily injury occurring outside the United States of America, its territories or possessions, and Canada. This exclusion does not apply to bodily injury to a citizen or resident of the United States of America or Canada who is temporarily outside these countries;
7. Damages arising out of coercion, criticism, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, discrimination against or termination of any employee, or any personnel practices, policies, acts or omissions;
8. Bodily injury to any person in work subject to the Longshore and Harbor Workers' Compensation Act (33 U.S.C. Sections 901 et seq.), the Nonappropriated Fund Instrumentalities Act (5 U.S.C. Sections 8171 et seq.), the Outer Continental Shelf Lands Act (43 U.S.C. Sections 1331 et seq.), the Defense Base Act (42 U.S.C. Sections 1651–1654), the Federal Mine Safety and Health Act (30 U.S.C. Sections 801 et seq. and 901–944), any other federal workers or workmen's compensation law or other federal occupational disease law, or any amendments to these laws;

9. Bodily injury to any person in work subject to the Federal Employers' Liability Act (45 U.S.C. Sections 51 et seq.), any other federal laws obligating an employer to pay damages to an employee due to bodily injury arising out of or in the course of employment, or any amendments to those laws;
10. Bodily injury to a master or member of the crew of any vessel, and does not cover punitive damages related to your duty or obligation to provide transportation, wages, maintenance, and cure under any applicable maritime law;
11. Fines or penalties imposed for violation of federal or state law; and
12. Damages payable under the Migrant and Seasonal Agricultural Worker Protection Act (29 U.S.C. Sections 1801 et seq.) and under any other federal law awarding damages for violation of those laws or regulations issued thereunder, and any amendments to those laws.

D. We Will Defend

We have the right and duty to defend, at our expense, any claim, proceeding or suit against you for damages payable by this insurance. We have the right to investigate and settle these claims, proceedings and suits.

We have no duty to defend a claim, proceeding or suit that is not covered by this insurance. We have no duty to defend or continue defending after we have paid our applicable limit of liability under this insurance.

E. We Will Also Pay

We will also pay these costs, in addition to other amounts payable under this insurance, as part of any claim, proceeding, or suit we defend:

1. Reasonable expenses incurred at our request, but not loss of earnings;
2. Premiums for bonds to release attachments and for appeal bonds in bond amounts up to the limit of our liability under this insurance;
3. Litigation costs taxed against you;
4. Interest on a judgment as required by law until we offer the amount due under this insurance; and
5. Expenses we incur.

(Ed. 1-15)

F. Other Insurance

We will not pay more than our share of damages and costs covered by this insurance and other insurance or self-insurance. Subject to any limits of liability that apply, all shares will be equal until the loss is paid. If any insurance or self-insurance is exhausted, the shares of all remaining insurance and self-insurance will be equal until the loss is paid.

G. Limits of Liability

Our liability to pay for damages is limited. Our limits of liability are shown in Item 3.B. of the Information Page. They apply as explained below.

1. **Bodily Injury by Accident.** The limit shown for “bodily injury by accident—each accident” is the most we will pay for all damages covered by this insurance because of bodily injury to one or more employees in any one accident.
A disease is not bodily injury by accident unless it results directly from bodily injury by accident.
2. **Bodily Injury by Disease.** The limit shown for “bodily injury by disease—policy limit” is the most we will pay for all damages covered by this insurance and arising out of bodily injury by disease, regardless of the number of employees who sustain bodily injury by disease. The limit shown for “bodily injury by disease—each employee” is the most we will pay for all damages because of bodily injury by disease to any one employee.
Bodily injury by disease does not include disease that results directly from a bodily injury by accident.
3. We will not pay any claims for damages after we have paid the applicable limit of our liability under this insurance.

H. Recovery From Others

We have your rights to recover our payment from anyone liable for an injury covered by this insurance. You will do everything necessary to protect those rights for us and to help us enforce them.

I. Actions Against Us

There will be no right of action against us under this insurance unless:

1. You have complied with all the terms of this policy; and

2. The amount you owe has been determined with our consent or by actual trial and final judgment.

This insurance does not give anyone the right to add us as a defendant in an action against you to determine your liability. The bankruptcy or insolvency of you or your estate will not relieve us of our obligations under this Part.

PART THREE OTHER STATES INSURANCE

A. How This Insurance Applies

1. This other states insurance applies only if one or more states are shown in Item 3.C. of the Information Page.
2. If you begin work in any one of those states after the effective date of this policy and are not insured or are not self-insured for such work, all provisions of the policy will apply as though that state were listed in Item 3.A. of the Information Page.
3. We will reimburse you for the benefits required by the workers compensation law of that state if we are not permitted to pay the benefits directly to persons entitled to them.
4. If you have work on the effective date of this policy in any state not listed in Item 3.A. of the Information Page, coverage will not be afforded for that state unless we are notified within thirty days.

B. Notice

Tell us at once if you begin work in any state listed in Item 3.C. of the Information Page.

PART FOUR YOUR DUTIES IF INJURY OCCURS

Tell us at once if injury occurs that may be covered by this policy. Your other duties are listed here.

1. Provide for immediate medical and other services required by the workers compensation law.
2. Give us or our agent the names and addresses of the injured persons and of witnesses, and other information we may need.
3. Promptly give us all notices, demands and legal

papers related to the injury, claim, proceeding or suit.

4. Cooperate with us and assist us, as we may request, in the investigation, settlement or defense of any claim, proceeding or suit.
5. Do nothing after an injury occurs that would interfere with our right to recover from others.
6. Do not voluntarily make payments, assume obligations or incur expenses, except at your own cost.

PART FIVE—PREMIUM

A. Our Manuals

All premium for this policy will be determined by our manuals of rules, rates, rating plans and classifications. We may change our manuals and apply the changes to this policy if authorized by law or a governmental agency regulating this insurance.

B. Classifications

Item 4 of the Information Page shows the rate and premium basis for certain business or work classifications. These classifications were assigned based on an estimate of the exposures you would have during the policy period. If your actual exposures are not properly described by those classifications, we will assign proper classifications, rates and premium basis by endorsement to this policy.

C. Remuneration

Premium for each work classification is determined by multiplying a rate times a premium basis. Remuneration is the most common premium basis. This premium basis includes payroll and all other remuneration paid or payable during the policy period for the services of:

1. all your officers and employees engaged in work covered by this policy; and
2. all other persons engaged in work that could make us liable under Part One (Workers Compensation Insurance) of this policy. If you do not have payroll records for these persons, the contract price for their services and materials may be used as the premium basis. This paragraph 2 will not apply if you give us proof that the employers of these persons lawfully secured their workers compensation obligations.

D. Premium Payments

You will pay all premium when due. You will pay the premium even if part or all of a workers compensation law is not valid.

E. Final Premium

The premium shown on the Information Page, schedules, and endorsements is an estimate. The final premium will be determined after this policy ends by using the actual, not the estimated, premium basis and the proper classifications and rates that lawfully apply to the business and work covered by this policy. If the final premium is more than the premium you paid to us, you must pay us the balance. If it is less, we will refund the balance to you. The final premium will not be less than the highest minimum premium for the classifications covered by this policy. If this policy is canceled, final premium will be determined in the following way unless our manuals provide otherwise:

1. If we cancel, final premium will be calculated pro rata based on the time this policy was in force. Final premium will not be less than the pro rata share of the minimum premium.
2. If you cancel, final premium will be more than pro rata; it will be based on the time this policy was in force, and increased by our short-rate cancellation table and procedure. Final premium will not be less than the minimum premium.

F. Records

You will keep records of information needed to compute premium. You will provide us with copies of those records when we ask for them.

G. Audit

You will let us examine and audit all your records that relate to this policy. These records include ledgers, journals, registers, vouchers, contracts, tax reports, payroll and disbursement records, and programs for storing and retrieving data. We may conduct the audits during regular business hours during the policy period and within three years after the policy period ends. Information developed by audit will be used to determine final premium. Insurance rate service organizations have the same rights we have under this provision.

PART SIX—CONDITIONS**A. Inspection**

We have the right, but are not obliged to inspect your workplaces at any time. Our inspections are not safety inspections. They relate only to the insurability of the workplaces and the premiums to be charged. We may give you reports on the conditions we find. We may also recommend changes. While they may help reduce losses, we do not undertake to perform the duty of any person to provide for the health or safety of your employees or the public. We do not warrant that your workplaces are safe or healthful or that they comply with laws, regulations, codes or standards. Insurance rate service organizations have the same rights we have under this provision.

B. Long Term Policy

If the policy period is longer than one year and sixteen days, all provisions of this policy will apply as though a new policy were issued on each annual anniversary that this policy is in force.

C. Transfer of Your Rights and Duties

Your rights or duties under this policy may not be transferred without our written consent.

If you die and we receive notice within thirty days after your death, we will cover your legal representative as insured.

D. Cancellation

1. You may cancel this policy. You must mail or deliver advance written notice to us stating when the cancellation is to take effect.
2. We may cancel this policy. We must mail or deliver to you not less than ten days advance written notice stating when the cancellation is to take effect. Mailing that notice to you at your mailing address shown in Item 1 of the Information Page will be sufficient to prove notice.
3. The policy period will end on the day and hour stated in the cancellation notice.
4. Any of these provisions that conflict with a law that controls the cancellation of the insurance in this policy is changed by this statement to comply with the law.

E. Sole Representative

The insured first named in Item 1 of the Information Page will act on behalf of all insureds to change this policy, receive return premium, and give or receive notice of cancellation.

PREMIUM DISCOUNT ENDORSEMENT

The premium for this policy and the policies, if any, listed in Item 3 of the Schedule may be eligible for a discount. This endorsement shows your estimated discount in Items 1 or 2 of the Schedule. The final calculation of premium discount will be determined by our manuals and your premium basis as determined by audit. Premium subject to retrospective rating is not subject to premium discount.

1. State	Schedule			
	Estimated Eligible Premium			
	First	Next	Next	Balance
	\$10,000	\$190,000	\$1,550,000	Over \$1,750,000
Illinois	0.0	9.1	11.3	12.3
2. Average percentage discount: _____%				
3. Other policies:				
4. If there are no entries in Items 1, 2 and 3 of the Schedule, see the Premium Discount Endorsement attached to your policy number:				

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01** Endorsement No.
 Insured **LINCOLNWOOD SCHOOL DISTRICT 74** Premium: **\$0**

Insurance Company **ACCIDENT FUND INSURANCE COMPANY OF AMERICA** Countersigned by _____

90-DAY REPORTING REQUIREMENT-NOTIFICATION OF CHANGE IN OWNERSHIP ENDORSEMENT

You must report any change in ownership to us in writing within 90 days of the date of the change. Change in ownership includes sales, purchases, other transfers, mergers, consolidations, dissolutions, formations of a new entity, and other changes provided for in the applicable experience rating plan. Experience rating is mandatory for all eligible insureds. The experience rating modification factor, if any, applicable to this policy, may change if there is a change in your ownership or in that of one or more of the entities eligible to be combined with you for experience rating purposes.

Failure to report any change in ownership, regardless of whether the change is reported within 90 days of such change, may result in revision of the experience rating modification factor used to determine your premium.

This reporting requirement applies regardless of whether an experience rating modification is currently applicable to this policy.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____

PREMIUM DUE DATE ENDORSEMENT

This endorsement is used to amend:

Section D. of Part Five of the policy is replaced by this provision.

**PART FIVE
PREMIUM**

D. **Premium** is amended to read:

You will pay all premium when due. You will pay the premium even if part or all of a workers compensation law is not valid. **The due date for audit and retrospective premiums is the date of the billing.**

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____

Catastrophe (Other Than Certified Acts of Terrorism) Premium Endorsement

This endorsement is notification that your insurance carrier is charging premium to cover the losses that may occur in the event of a Catastrophe (Other Than Certified Acts of Terrorism) as that term is defined below. Your policy provides coverage for workers compensation losses caused by a Catastrophe (Other Than Certified Acts of Terrorism). This premium charge does not provide funding for Certified Acts of Terrorism contemplated under the Terrorism Risk Insurance Program Reauthorization Act Disclosure Endorsement (WC 00 04 22 C), attached to this policy.

For purposes of this endorsement, the following definitions apply:

- Catastrophe (Other Than Certified Acts of Terrorism): Any single event, resulting from an Earthquake, Noncertified Act of Terrorism, or Catastrophic Industrial Accident, which results in aggregate workers compensation losses in excess of \$50 million
- Earthquake: The shaking and vibration at the surface of the earth resulting from underground movement along a fault plane or from volcanic activity.
- Noncertified Act of Terrorism: An event that is not certified as an Act of Terrorism by the Secretary of the Treasury pursuant to the Terrorism Risk Insurance Act of 2002 (as amended) but that meets all of the following criteria:
 - a. It is an act that is violent or dangerous to human life, property, or infrastructure;
 - b. The act results in damage within the United States, or outside of the United States in the case of the premises of United States missions or air carriers or vessels as those terms are defined in the Terrorism Risk Insurance Act of 2002 (as amended); and
 - c. It is an act that has been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.
- Catastrophic Industrial Accident: A chemical release, large explosion, or small blast that is localized in nature and affects workers in a small perimeter the size of a building.

The premium charge for the coverage your policy provides for workers compensation losses caused by a Catastrophe (Other Than Certified Acts of Terrorism) is shown in Item 4 of the Information Page or in the Schedule below.

Schedule

State	Rate	Premium
Illinois	0.02	\$2,899

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01** Endorsement No. _____
 Insured **LINCOLNWOOD SCHOOL DISTRICT 74** Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA** Countersigned by _____

Terrorism Risk Insurance Program Reauthorization Act Disclosure Endorsement

This endorsement addresses the requirements of the Terrorism Risk Insurance Act of 2002 as amended and extended by the Terrorism Risk Insurance Program Reauthorization Act of 2019. It serves to notify you of certain limitations under the Act, and that your insurance carrier is charging premium for losses that may occur in the event of an Act of Terrorism.

Your policy provides coverage for workers compensation losses caused by Acts of Terrorism, including workers compensation benefit obligations dictated by state law. Coverage for such losses is still subject to all terms, definitions, exclusions, and conditions in your policy, and any applicable federal and/or state laws, rules, or regulations.

Definitions

The definitions provided in this endorsement are based on and have the same meaning as the definitions in the Act. If words or phrases not defined in this endorsement are defined in the Act, the definitions in the Act will apply.

“Act” means the Terrorism Risk Insurance Act of 2002, which took effect on November 26, 2002, and any amendments thereto, including any amendments resulting from the Terrorism Risk Insurance Program Reauthorization Act of 2019.

“Act of Terrorism” means any act that is certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security, and the Attorney General of the United States, as meeting all of the following requirements:

- a. The act is an act of terrorism.
- b. The act is violent or dangerous to human life, property, or infrastructure.
- c. The act resulted in damage within the United States, or outside of the United States in the case of the premises of United States missions or certain air carriers or vessels.
- d. The act has been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

“Insured Loss” means any loss resulting from an act of terrorism (and, except for Pennsylvania, including an act of war, in the case of workers compensation) that is covered by primary or excess property and casualty insurance issued by an insurer if the loss occurs in the United States or at the premises of United States missions or to certain air carriers or vessels.

“Insurer Deductible” means, for the period beginning on January 1, 2021, and ending on December 31, 2027, an amount equal to 20% of our direct earned premiums during the immediately preceding calendar year.

Limitation of Liability

The Act limits our liability to you under this policy. If aggregate Insured Losses exceed \$100,000,000,000 in a calendar year and if we have met our Insurer Deductible, we are not liable for the payment of any portion of the amount of Insured Losses that exceeds \$100,000,000,000; and for aggregate Insured Losses up to \$100,000,000,000, we will pay only a pro rata share of such Insured Losses as determined by the Secretary of the Treasury.

Policyholder Disclosure Notice

1. Insured Losses would be partially reimbursed by the United States Government. If the aggregate industry Insured Losses occurring in any calendar year exceed \$200,000,000, the United States Government would pay 80% of our Insured Losses that exceed our Insurer Deductible.
2. Notwithstanding item 1 above, the United States Government will not make any payment under the Act for any portion of Insured Losses that exceed \$100,000,000,000.
3. The premium charge for the coverage your policy provides for Insured Losses is included in the amount shown in Item 4 of the Information Page or in the Schedule below.

Schedule

State	Rate	Premium
Illinois	0.036	\$5,218

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01** Endorsement No.
 Insured **LINCOLNWOOD SCHOOL DISTRICT 74** Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA** Countersigned by _____

AUDIT NONCOMPLIANCE CHARGE ENDORSEMENT

Part Five-Premium, Section G. (Audit) of the Workers Compensation and Employers Liability Insurance Policy is revised by adding the following:

If you do not allow us to examine and audit all of your records that relate to this policy, and/or do not provide audit information as requested, we may apply an Audit Noncompliance Charge. The method for determining the Audit Noncompliance Charge by state, where applicable, is shown in the Schedule below.

If you allow us to examine and audit all of your records after we have applied an Audit Noncompliance Charge, we will revise your premium in accordance with our manuals and Part 5-Premium, E. (Final Premium) of this policy.

Failure to cooperate with this policy provision may result in the cancellation of your insurance coverage, as specified under the policy.

Note:

For coverage under state-approved workers compensation assigned risk plans, failure to cooperate with this policy provision may affect your eligibility for coverage

Schedule		
State(s)	Basis of Audit Noncompliance Charge	Maximum Audit Noncompliance Charge Multiplier
Illinois	Estimated Annual Premium	0.50

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01** Endorsement No. _____
 Insured **LINCOLNWOOD SCHOOL DISTRICT 74** Premium: **\$0**

Insurance Company **ACCIDENT FUND INSURANCE COMPANY OF AMERICA** Countersigned by _____

ILLINOIS AMENDATORY ENDORSEMENT

This endorsement applies because Illinois is shown in Item 3.A. of the Information Page.

Part Two—Employers Liability Insurance, Section B. (We Will Pay), Item 3. of the policy is replaced by the following:

3. For consequential bodily injury to a party to a civil union, spouse, child, parent, brother or sister of the injured employee; provided that these damages are the direct consequence of bodily injury that arises out of and in the course of the injured employee's employment by you; and

Part Five—Premium, Section G. (Audit) of the policy is replaced by the following:

G. Audit

You will let us examine and audit all your records that relate to this policy. These records include ledgers, journals, registers, vouchers, contracts, tax reports, payroll and disbursement records, and programs for storing and retrieving data. We may conduct the audits during regular business hours during the policy period and within three years after the policy ends. Information developed by audit will be used to determine final premium. The National Council on Compensation Insurance has the same rights we have under this provision.

Part Six—Conditions, Section A. (Inspection) of the policy is replaced by the following:

A. Inspection

We have the right, but are not obliged, to inspect your workplaces at any time. Our inspections are not safety inspections. They relate only to the insurability of the workplaces and the premiums to be charged. We may give you reports on the conditions we find. We may also recommend changes. While they may help reduce losses, we do not undertake to perform the duty of any person to provide for the health or safety of your employees or the public. We do not warrant that your workplaces are safe or healthful or that they comply with laws, regulations, codes, or standards. The National Council on Compensation Insurance has the same rights we have under this provision.

Part Six—Conditions, Section D. (Cancellation) of the policy is replaced by the following:

D. Cancellation

1. You may cancel this policy. You will mail or deliver advance written notice to us, stating when the cancellation is to take effect.
2. We may cancel this policy. We will mail to each named insured at the last known mailing address advance written notice stating when the cancellation is to take effect. We will maintain proof of mailing of the notice of cancellation. A copy of all such notices shall be sent to the broker or agent of record, if known, at the last known mailing address. The broker or agent of record may opt to accept notification electronically.
3. If we cancel because you do not pay all premium when due, we will mail the notice of cancellation at least ten days before the cancellation is to take effect. If we cancel for any other reason, we will mail the notice:
 - a. At least 30 days before the cancellation is to take effect if the policy has been in force for 60 days or less;
 - b. At least 60 days before the cancellation is to take effect if the policy has been in force for 61 days or more.
4. If this policy has been in effect for 60 days or more, we may cancel only for one of the following reasons:
 - a. Nonpayment of premium;
 - b. The policy was issued because of a material misrepresentation;
 - c. You violated any of the terms and conditions of the policy;
 - d. The risk originally accepted has measurably increased;
 - e. The Director has determined that we no longer have adequate reinsurance to meet our needs; or
 - f. The Director has determined that continuation of coverage could place us in violation of the laws of Illinois.
5. Our notice of cancellation will state our reasons for cancelling.
6. The policy period will end on the day and hour stated in the cancellation notice.

Part Six—Conditions, Section E. (Sole Representative) of the policy is replaced by the following:

E. Sole Representative

The insured first named in Item 1 of the Information Page will act on behalf of all insureds to change this policy, receive return premium, or give us notice of cancellation.

Part Six—Conditions of the policy is changed by adding the following:

F. Nonrenewal

1. We may elect not to renew the policy. We will mail to each named insured the nonrenewal notice at the last known mailing address at least 60 days prior to the expiration of the current policy. We will maintain proof of mailing of the nonrenewal notice. An exact and unaltered copy of such notice will also be sent to the named insured's producer, if known, or the producer of record at the last known mailing address. The named insured's producer, if known, or the producer of record may opt to accept notification electronically.
2. If we fail to give at least 60 days' notice prior to the expiration date of the current policy, the policy will automatically be extended for one year under the same terms and conditions. We may increase the renewal premium, but such increase must be less than 30% of this policy's premium and notice of such increase must be delivered to the named insured on or before the date of expiration of this policy. Additionally, in accordance with 215 ILCS 5/462a, we may be required to provide the named insured with 30 days' written notice prior to the expiration of this policy if the renewal premium is in excess of 5% above the rate recommendation filed with and approved by the Illinois Department of Insurance.
3. Our notice of nonrenewal will provide a specific explanation on the reasons for not renewing.
4. If we fail to provide the notice of nonrenewal as required, the policy will still terminate on its expiration date if:
 - a. You notify us or the producer who procured this policy that you do not want the policy renewed; or
 - b. You fail to pay all premiums when due; or
 - c. You obtain other insurance as a replacement of the policy.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____

ILLINOIS RENEWAL ENDORSEMENT

This endorsement applies because Illinois is shown in Item 3.A. of the Information Page.

Part Six—Conditions of the policy is revised by adding the following:

G. Renewal

1. We may elect to renew the policy in accordance with 215 ILCS 5/143.17a.
 - a. We will provide the named insured with written notice of our intent to renew if, compared to this current policy, the:
 - Renewal policy premium increases by 30% or more, or
 - Changes in deductibles or coverage materially alter the renewal policy.
 - b. We will mail or deliver the written renewal notice:
 - To the named insured at the last known mailing address
 - At least 60 days prior to the renewal or anniversary date of this current policy.
 - c. If we fail to provide notice 60 days prior to the renewal or anniversary date, but we do mail or deliver the written renewal notice to the named insured not less than 31 days prior to the renewal or anniversary date of this current policy, then we may extend this policy at the current terms and conditions for the period of time needed to equal the 60 day time period required to provide notice of intention to renew.
 - d. All renewal notices will also be sent to the producer, if known, or the producer of record, and to the mortgagee or lien holder listed on the policy. The producer, if known, or the producer of record and the mortgagee or lien holder may opt to accept notification electronically.
 - e. If we fail to provide renewal notice as required above, the policy will automatically be extended for one year under the same terms and conditions. We may increase the renewal premium, but such increase must be less than 30% of this policy's premium and notice of such increase must be delivered to the named insured on or before the date of expiration of this current policy. The increase in premium is based on the known exposure as of the date of the quotation compared to the premium as of the last day of coverage for the current year's policy, annualized. The renewal premium may be subsequently amended to reflect any change in exposure or reinsurance costs not considered in the quotation.
 - f. If we fail to provide the notice of renewal as required, the policy will still terminate on its expiration date if:
 - (1) You notify us or the producer who procured this policy that you do not want the policy renewed; or
 - (2) You fail to pay all premiums when due; or
 - (3) You obtain other insurance as a replacement of the policy.
 - g. Proof of mailing or proof of receipt of the notice of intent to renew to the named insured may be proven by a sworn affidavit by the company as to the usual and customary business practices of mailing notice pursuant to 215 ILCS 5/143.17a or may be proven consistent with Illinois Supreme Court Rule 236.
2. We may elect to conditionally renew the policy in accordance with 215 ILCS 5/462a.
 - a. For policies issued, delivered, amended, or renewed on or after January 1, 2019 ("this policy") we will provide the employer with written notice of our intent to conditionally renew if, compared to this policy, the renewal premium is in excess of 5% above the rate recommendation filed with and approved by the Illinois Department of Insurance
 - b. To determine whether the renewal premium is in excess of 5% above the rate recommendation, we will not consider any premium increases generated from the following items:
 - Increased loss costs
 - Increased exposure units
 - The application of an experience rating modification
 - The application of a contracting classification premium adjustment program
 - The application of a retrospective rating plan
 - An audit of auditable coverages

- c. Mailing or delivering such written notice to the employer at least 30 days in advance of the expiration date of this policy, at the address shown in Item 1. of the Information Page, and to the authorized agent or broker will be deemed sufficient notice under this section.
- d. This conditional renewal notice will include a statement that clearly identifies:
 - (1) The amount of the premium increase or, if the amount cannot reasonably be determined as of the time the notice is provided, a reasonable estimate of the premium increase based on information available
 - (2) The reason for the increased premium in excess of the rate recommendation filed with the Illinois Department of Insurance

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____

PARTICIPATING PROVISION ENDORSEMENT

You may be entitled to participate in a distribution of the surplus or excess premium of the company to such an extent and upon such conditions as shall be determined by the board of directors of the company provided you have complied with all the terms of the policy including the payment of premiums.

Neither dividends nor any factors used in their calculation may be guaranteed.

Dividends will be payable only for a policy period that has expired.

By the purchase of this policy you do not obtain any contractual right to a dividend.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____

INVOICE FEE

Under this policy if you are on direct bill and have selected a multiple payment installment plan option and your account level balance is \$50,000 or less, a \$5.00 invoice fee will apply to each invoice delivered by mail.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

Execution Clause Endorsement

In Witness Whereof, the Company has caused this policy to be executed and attested to by its President and Secretary. Where required by law, the information Page has been countersigned by our duly authorized representative.

Stephan J. Coop, President

Betsy J. Elliott, Secretary

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **07/01/2022** Policy No. **AF WCP 100037937 01**
Insured **LINCOLNWOOD SCHOOL DISTRICT 74**

Endorsement No.
Premium: **\$0**

Insurance Company **ACCIDENT FUND
INSURANCE COMPANY OF
AMERICA**

Countersigned by _____



WORKERS COMPENSATION INSURANCE PROPOSAL

FOR

**PREFERRED SCHOOL GROUP
LINCOLNWOOD SCHOOL DISTRICT 74
6950 N. EAST PRAIRIE ROAD
LINCOLNWOOD, ILLINOIS 60712**

July 1, 2022 – July 1, 2023

Presented by

**Tom Cummings, CLCS
Robertson Ryan & Associates
TOP 100 US INSURANCE AGENCY**

This is for illustrative purposes only and is not a substitute for an insurance contract.
Please refer to your policy for actual terms and conditions.

INTRODUCTION

Robertson Ryan & Associates

As an independent Top 100 US Insurance Agency, Robertson Ryan & Associates represents numerous major insurance companies. A diverse selection of products is available to our clients. As part of our comprehensive range of client advantages, we offer loss control and risk management services tailored to address the specific exposures of our commercial customers.

In preparing your proposal, we have worked hard to build an insurance program that delivers superior protection at a reasonable cost. Our recommendations are based on careful analysis of exposures unique to your operation and our expert knowledge of quality insurance products available in today's marketplace.

We appreciate the opportunity to present this proposal, and we look forward to working with you in the future.



**ROBERTSON RYAN
& ASSOCIATES**
BUSINESS | PERSONAL | BENEFITS INSURANCE

ACCOUNT SERVICING TEAM

No matter how comprehensive or competitively priced your insurance is, you still need people to provide ongoing service. The individuals who make up your account servicing team include some of the industry's finest professionals. Our insurance experts know that you expect and deserve the best.

This is the individual who will be handling your account.

Agent & Vice-President: Tom Cummings, 847-529-2214
tcummings@robertsonryan.com

Service Representative: Errol Heron, 224-206-4912
eheron@robertsonryan.com

Claims Representative: Morgan Kain, 224-206-4916
mkain@robertsonryan.com

Certificate Requests: Direct Dial, 224-206-4911
certificates@robertsonryan.com



**ROBERTSON RYAN
& ASSOCIATES**
BUSINESS | PERSONAL | BENEFITS INSURANCE

WHO IS AN INSURED

Important Information about Named Insureds

The first named insured is given certain rights and responsibilities by the policy contract language. If more than one insured is named, the one intended to receive these rights and responsibilities should be named first.

All legal entities or individuals owning property or involved in the business operations to be insured must be specifically named to be covered. All changes in ownership must be reported to us immediately. The coverages outlined in this proposal apply only to those entities identified below:

FIRST NAMED INSURED: LINCOLNWOOD SCHOOL DISTRICT 74



ROBERTSON RYAN
& ASSOCIATES
BUSINESS | PERSONAL | BENEFITS INSURANCE

WORKERS COMPENSATION COVERAGE

Company: ILLINOIS PUBLIC RISK FUND
 RATED, "AAA UNSURPASSED", BY DEMOTECH RATINGS

Workers Compensation: **Statutory Illinois Workers Compensation Benefits**

Employers Liability: **\$3,000,000 Each Accident/\$3,000,000 Disease-Pol. Limit
 \$3,000,000 Disease- Each Employee**

Code	Classification	2022 Payroll / 2022 Rates
8868	Schools- Prof. Empl.	\$ 13,890,725
9101	Schools- All Other	\$ 602,936
	Total Annual Premium	\$ 60,308.00
	Annual Administrative Fee	\$ 1,809.00
	2022 Grant Money	-\$ 3,363.00
	Total Net Costs	\$ 58,754.00

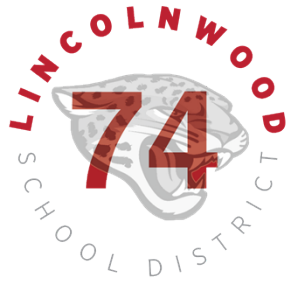
The above annual premium includes the 2022 NCCI MOD Factor of 1.18.

Claims Summary Valued 4/13/2022

Year	Total Incurred
7/1/2018 – 06/30/2019	\$ 211,749.16
7/1/2019 – 06/30/2020	\$ 1,531.05
7/1/2020 – 06/30/2021	\$ 4,791.81
7/1/2021 – Current	\$ 8,132.43
Total	\$226,204.45



**ROBERTSON RYAN
 & ASSOCIATES**
 BUSINESS | PERSONAL | BENEFITS INSURANCE



Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: FY22 Amended Budget Process

PREPARED BY: Courtney Whited

Recommended for:

- Action
- x Discussion
- x Information

Purpose/Background:

SD74 submitted an amended budget last year in Fiscal Year 2021. If the Finance Committee prefers to do the same for Fiscal Year 2022, its preparation is underway.

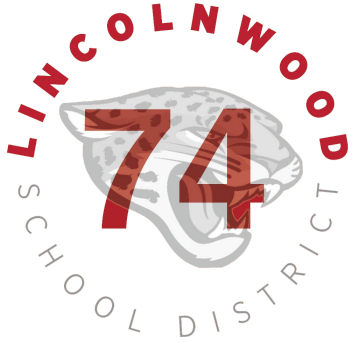
Please review the attachments for a timeline and estimated budget adjustments.

Fiscal Impact:

\$0

Recommendation:

This is for informational purposes. The Administration requests direction from the Finance Committee to proceed with the steps necessary to formally amend the FY22 Budget.



Fiscal Year 2022

Amended Budget

Timeline for an Amended FY22 Budget

- April 21 - Discussion at the Finance Committee meeting
- May 6 - Tentative Amended FY22 Budget at the Board meeting
- Make any final adjustments to the Tentative Amended FY22 Budget
- May 19 - Notice about the Public Hearing at the June 23rd Board meeting appears in the *Linconwood Review*
- May 19 - Last review of the Tentative Amended FY22 Budget
- May 23 - Post the Amended Budget on the website/reception desk
- June 23 - Public Hearing to adopt the Amended FY22 Budget
- June 24 - CSBO files the adopted Amended FY22 Budget with CCC/ISBE

Salary Expenditures/Object 100s

The FY22 amended budget will show a **\$141,271 reduction (-0.91%) in Salaries primarily due to:**

- 6 paraprofessional vacancies
- 1 FTE Substitute vacancy
- 1 technology aide vacancy
- 1 nurse vacancy filled with an object 300/service expenditure
- Some unpaid FMLA days

	FY22 Amended Budget	FY22 Budget
Total	\$15,455,215	\$15,596,486

Benefit Expenditures/Object 200s

The FY22 amended budget will show a **\$36,826 reduction (-1.14%) in Benefits primarily due to:**

- Medical/dental not selected by some new employees
- 6 paraprofessional vacancies
- 1 FTE Substitute vacancy
- 1 technology aide vacancy
- 1 nurse vacancy filled with an object 300/service expenditure
- Some unpaid FMLA days

	FY22 Amended Budget	FY22 Budget
Total	\$3,206,496	\$3,243,322

Professional Service Expenditures/Object 300s

The FY22 amended budget will show a **\$47,182 increase (1.37%) in Services** primarily due to:

- +Nurse service; -Salaries
- +ESSER purchases
- +SpEd transportation
- -Workers' compensation

	FY22 Amended Budget	FY22 Budget
Total	\$3,480,614	\$3,433,432

Supplies Expenditures/Object 400s

The FY22 amended budget will show a **\$30,308 decrease (1.98%) in Supplies**

primarily due to:

- ESSER “stringent cleaners”
- Food service

	FY22 Amended Budget	FY22 Budget
Total	\$1,500,727	\$1,531,035

Capital Expenditures/Object 500s

The FY22 amended budget will show a **\$293,581 decrease (7.79%) in Capital Projects** primarily due to:

- Projecting whether invoices will arrive before or after the new fiscal year in July

	FY22 Amended Budget	FY22 Budget
Total	\$3,476,550	\$3,770,131

Dues & Fees Expenditures/Object 600s

The FY22 amended budget will show a **\$8,959 increase (0.21%) in Dues/Fees** primarily due to:

- Minor updates

	FY22 Amended Budget	FY22 Budget
Total	\$4,362,307	\$4,353,348

Non-Capital Expenditures/Object 700s

The FY22 amended budget will show a **\$92,050 increase (72.1%) in Non-Capital** primarily due to:

- Changes in technology

	FY22 Amended Budget	FY22 Budget
Total	\$219,650	\$127,600

Retirement OPEB Expenditures/Object 800s

The FY22 amended budget will show a **\$0 reduction (0%) in OPEB** primarily due to:

- Knowing service recognition benefits for teachers in the retirement track
- Knowing medical/dental/life insurance costs for retirees under age 65
- Knowing the TRS THIS costs for retired teachers/administrators under age 65

	FY22 Amended Budget	FY22 Budget
Total	\$415,894	\$415,894

Interfund Transfers

The FY22 amended budget will contain the same transfers cited in the original FY22 budget:

- \$6,000,000 from Fund 70/Working Cash to Fund 60/Capital Projects
- \$65,000 from the Fund 10/Education Interest to Fund 80/Tort

Original to Amended FY22 Budget Summary

	Amended FY22 Budget	Original FY22 Budget
Expenditures Decreasing by \$353,795	\$32,117,453	\$32,471,248
Revenues Increasing by \$1,285,972	\$30,839,593	\$29,553,621



Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: GSF USA, Inc. Custodial Cleaning Services for 2022-23

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

The District approves contracts over \$10,000. District Legal Counsel has reviewed this Amendment and deemed it sufficient without requiring any revisions. Some changes were made last year, and GSF made sure to include them.

Fiscal Impact:

\$449,798.71

which is a 3.25% increase on the prior year's rate

The District paid \$435,640.39 in 2021-22 with the same vendor

Recommendation:

The Finance Committee concurs with the Administration to recommend to the Board of Education to accept or approve this Amendment from GSF USA, Inc. for Custodial Cleaning Services in the amount of \$449,798.71 from August 1, 2022 through July 31, 2023.



AMENDMENT #2 TO AGREEMENT

This Amendment dated April 4, 2022 and effective August 1, 2022 is entered into by and between **GSF USA, Inc.** (“Contractor”), and **Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74**, on behalf of itself and for the benefit of its Affiliates (collectively “Company”) and amends that certain Agreement, dated May 30, 2019, and previously amended May 5, 2020, by and between Company and Contractor (collectively, the “Agreement”). All terms capitalized herein, but not defined herein, shall have the meanings ascribed to them in the Agreement.

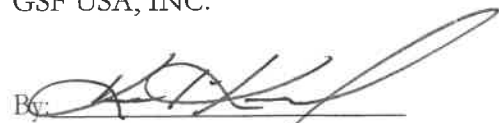
The following recitals sets forth the basis of this Amendment and are made a part hereof:

RECITALS:

- A. Pricing: The parties agree to a 3.25% increase and that the annual contract price will be four hundred forty-nine thousand seven hundred ninety-eight dollars and 71/100 (\$449,798.71) for the August 1, 2022 - July 31, 2023, of the Renewal Term, payable in twelve (12) monthly installments during the Renewal Term
- B. Hourly rates for work requested by the District which is beyond the scope of service 2022-2023:
 - a. Maintenance: \$44.10/Hour
 - b. Custodial: \$33.35/Hour
 - c. Grounds: \$33.35/Hour
- C. The bid package for “**LINCOLNWOOD SCHOOL DISTRICT 74 CUSTODIAL SERVICES BID 2019**” shall continue to be made a part of this Agreement and incorporated herein, and shall continue to define the scope of this Work, as well as all insurance, liability, and indemnification requirements and other general specifications.
- D. No Other Amendments. Except as expressly amended herein, the Agreement which has not expired or been terminated prior to the date hereof, shall continue in full force and effect, in accordance with its terms, without any waiver, amendment or other modification of any provision thereof.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT #2 as of the date and year first above written.

GSF USA, INC.

By: 
Kurt A. Kuempel, Vice President

Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74

By: _____
Kevin Daly, President

**LEGAL NOTICE
INVITATION TO BID**

Sealed bids for a contract for custodial services will be received by the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois, at its Administration Building, 6950 N. East Prairie Rd., Lincolnwood IL 60712, until 1:00 p.m. central prevailing time on Tuesday, the 7th day of May, 2019. Bids will be opened and read aloud at that time.

Bids will be sought for a three-year contract with options to renew for two additional one-year periods. Custodial services will be required at three (3) school buildings and one (1) administrative center, all located on a single campus in the Village of Lincolnwood, approximately 10 miles north of downtown Chicago. The School District will supply all necessary equipment, cleaning supplies, hand tools, and consumable products. The agreement shall commence August 1, 2019. The specifications and invitation for bids can be obtained by contacting Ms. Courtney Whited, Business Manager, at (847) 675-8234 or cwhited@sd74.org beginning April 16, 2019. A pre-bid meeting and building walkthrough will be conducted on Monday, April 29, 2019, at 3:00 p.m., starting at the Administration Building, 6950 N. East Prairie Rd., Lincolnwood IL 60712. Bidders must submit all questions regarding the specifications and invitation for bids in writing to Ms. Whited. Replies will be issued to all bidders of record in the form of an Addendum. Questions received after 4:00 P.M. central prevailing time on Tuesday, April 30, 2019, cannot be answered.

Each bidder expressly agrees that such bid may not be withdrawn for a period of ninety (90) days from the opening thereof. Withdrawal within such period shall subject the bidder to penalties and damages to the District to the extent that such withdrawal results in loss to the District and may result in disqualification from future bids.

The Board of Education reserves the right to reject any and all bids or any part thereof, to waive any informalities, errors or irregularity in bids received or in the bidding process, and to accept the bid that the Board of Education deems the most favorable to its interest after all bids have been examined and canvassed. The Board of Education will award the contract to the lowest responsible bidder that meets the criteria as established in the specifications and the contract will be awarded only after a formal notice is given to the successful bidder pursuant to action by the Board of Education.

DATED this 25th day of April, 2019.

John P. Vranas, Secretary
Board of Education
Lincolnwood School District No. 74

NOTICE TO BIDDERS
AND
SPECIFICATIONS FOR CUSTODIAL SERVICES – 2019

Lincolnwood School District No. 74

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I. INSTRUCTIONS TO BIDDERS

1. The Board of Education of Lincolnwood School District No. 74 (hereinafter sometimes referred to as the "District" or the "School District") will receive bids for custodial services, on a three-year agreement with options to renew for two additional one-year periods, in accordance with these Instructions to Bidders and the Specifications set forth below. Custodial services will be required at three (3) school buildings and one (1) administrative center, all located on a single campus in the Village of Lincolnwood, approximately 10 miles north of downtown Chicago. The School District will supply all necessary equipment, cleaning supplies, hand tools, and consumable products. The agreement shall commence August 1, 2019. The District may terminate the agreement for its convenience by providing at least thirty (30) days' written notice of termination.

2. Bids will be publicly opened and read aloud on Tuesday, May 7, 2019, at 1:00 pm at the District Administration Building, 6950 N. East Prairie Rd., Lincolnwood IL 60712. Bidders must submit all questions regarding these Specifications and Instructions to Bidders or the exhibits attached hereto in writing to Ms. Courtney Whited, Business Manager, Administration Building, 6950 N. East Prairie Rd., Lincolnwood IL 60712, cwhited@sd74.org, between 9:00 a.m. and 4:00 p.m. Monday through Friday beginning April 16, 2019. Replies will be issued to all bidders of record in the form of an Addendum. Questions received after 4:00 p.m. on Tuesday, April 30, 2019, cannot be answered. A pre-bid meeting and building walkthrough will be conducted on Monday, April 29, 2019, at 3:00 p.m., starting at the Administration Building.

3. All bids must be submitted in duplicate on the Bid Form, a copy of which is attached hereto as **Exhibit "A"**, provided by the District. The wording of the Bid Form shall not be changed or altered.

4. The Board of Education reserves the right to reject any and all bids or any part thereof, to waive any informalities, errors or irregularity in bids received or in the bidding process, and to accept the bid that the Board of Education deems the most favorable to its interest after all bids have been examined and canvassed.

5. Each bidder expressly agrees that such bid may not be withdrawn for a period of ninety (90) days from the opening thereof. Withdrawal within such period shall subject the bidder to penalties and damages to the District to the extent that such withdrawal results in loss to the District.

6. Bids are due on **Tuesday, May 7, 2019 at 1:00 p.m.** and are to be submitted in duplicate in a sealed envelope bearing the bidder's name and address, and marked "CUSTODIAL SERVICES BID FOR SCHOOL DISTRICT NO. 74". No bids will be accepted after this date and time. Bidder assumes the risk of any delay in the handling or delivery of mail or other courier service.

7. The Board of Education will award the contract to the lowest responsible bidder, considering conformity with the bid requirements, terms of delivery, quality, and serviceability, in accordance with the criteria as established in the specifications. While the entire bid submitted by a prospective bidder will be reviewed and evaluated, particular attention will be paid to those criteria which are referenced below.

8. Commencing on August 1 of the second contract year and each contract year thereafter, the successful bidder will be eligible to receive an inflationary price adjustment based upon the most recently available Consumer Price Index for all Urban Consumers (CPI-U) for the Chicago-Gary-Kenosha area, as published by the U.S. Department of Labor, Bureau of Labor Statistics. The increase shall not exceed five percent (5%) per year. In the event the applicable CPI-U is negative, the current price shall remain unchanged. Should the District increase or decrease the square footage requiring services by more than 10% after the award, an adjusted price shall be negotiated. Such changes will take effect on the date of the change in services.

9. A bidder may withdraw a bid at any time prior to the closing time for the receipt of bids. Any modification to a bid may only be made by the withdrawal and substitution of another sealed bid.

10. Each bidder warrants and represents that: (i) he or she has read and understands these instructions and specifications; (ii) its bid is based on the specifications and terms and conditions contained in these specifications; and (iii) he or she is the authorized representative of the bidder and has the authority to bind the bidder under the terms and conditions thereof.

11. The District is exempt from paying Illinois Use Tax, Illinois Retailers' Occupation Tax, and federal excise taxes. No taxes shall be included in the bid price.

12. The failure of the District to demand strict performance on any one occasion shall not in any way affect, limit, or waive the Board's right thereafter to enforce and compel strict compliance with every term, condition, and specification thereof. The District shall not have waived any rights under this specification unless specifically set forth in writing.

13. If the successful bidder fails to fulfill any terms and conditions of the agreement, said bidder may be declared to be in default by the Board and shall be subject to any and all other

remedies available to the Board, including the termination of the agreement for breach of contract. The District may terminate the agreement for its convenience by providing at least thirty (30) days' written notice of termination. The termination of the agreement for breach of contract shall not in any way limit the District's damages or remedies.

14. The successful bidder shall at all times observe and comply with all applicable laws, rules, ordinances, and regulations, including, but not limited to, the Illinois School Code (105 ILCS 5/1-1 *et seq.*), the Illinois Prevailing Wage Act (820 ILCS § 130/1 *et seq.*), the Illinois Human Rights Act (775 ILCS § 5/1 *et seq.*), the Equal Employment Opportunity Clause at Title 44, Part 750, of the Illinois Administrative Code (see 44 Ill. Admin. Code 750.20), which is fully incorporated herein, the Equal Employment Opportunity Act (42 U.S.C. § 2000e), and the Illinois Criminal Code (720 ILCS § 5/1 *et seq.*) in performing under the agreement.

15. The successful bidder shall not delegate, assign, or subcontract the performance of any obligation hereunder to any third party without the prior written consent of the School District.

16. All bidders agree, by virtue of submitting a bid, that any agreements entered into as a result of this invitation to bid shall be governed by the laws of the state of Illinois without regard to the conflicts of laws provisions therein and venue for all actions between the parties shall lie solely in the Illinois circuit court having jurisdiction over Cook County, Illinois.

II. GENERAL / INSURANCE REQUIREMENTS

1. Provide five (5) Illinois references for which your company is currently performing, or has performed in the last three (3) years, substantially similar custodial services as what is required within this request for bids. These references must be for services provided at buildings of similar size and for similar services. At least three (3) of these references must be schools, public or private. For each reference, list the scope of custodial services provided, enrollment figures, number of buildings served, and a contact name and phone number. List each district as one reference. Do not list each school in a district as a separate reference.

2. Provide detailed information of your company's background, such as years in operation, number of employees, locations, and any attributes unique to your company. If your company is a regional or national organization, please provide a narrative describing your company's regional or national support and how this support may provide benefit to the District. In providing your company's background, include an organizational chart that shows the structure of your organization and the relationships and relative ranks of your officers.

3. Please provide a narrative describing your company's experience working with organized labor unions and copies of any collective bargaining agreements that would be applicable to the services provided under this request for bids.

4. Submit with your bid the last three (3) years of your company's certified audited financial statements. Additionally, please state if your company has ever sought bankruptcy protection and, if so, when and the result thereof.

5. By virtue of submitting a bid, bidders agree that the successful bidder shall indemnify and hold harmless the Board of Education of the School District, its individual board members, officers, employees, agents, volunteers, successors, and assigns (collectively, the

"Indemnitees"), from any and all costs, damages, losses, judgments, liabilities and expenses (including reasonable attorneys' fees and litigation costs) (collectively, "Claims") brought against or incurred by the Indemnitees arising out of, in connection with, or related to (1) any acts or omissions of the successful bidder, its employees, agents, assigns, or subcontractors; and/or (2) any breach by the successful bidder of the terms of the agreement entered into as a result of the bid. Further, the bidder agrees to assume the entire liability for all personal injury claims suffered by its own employees allegedly injured on school district property, and waive any limitation of liability defense based on the Workers' Compensation Act against claims by the Board of Education for indemnification or contribution, and further agree to indemnify and defend the Indemnitees from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that Indemnitees may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the Indemnitee's own negligence, and further agree to pay any contribution appropriate for bidder's own negligence.

6. Bids shall be submitted with the cost of insurance included. The successful bidder shall provide, for and during the term of the Agreement, insurance with a suitable insurance company, with an A.M. Best rating of A-X or better:

- a. Comprehensive General Liability on an occurrence basis to insure all loss (including, but not limited to, attorney's fees and costs), claims, demands, or actions for damage to property, or bodily and personal injury to or death of any one or more persons in the minimum amount of \$1,000,000 per occurrence and in the aggregate;
- b. Business Auto Coverage insurance, including all autos, in the amount of \$1,000,000 each accident;

- c. Worker's Compensation coverage in the minimum statutory amounts, and Employers' Liability Insurance in the minimum amount of at least \$1,000,000 each employee each accident and at least \$1,000,000 each employee disease; and
- d. Umbrella or Excess Liability coverage on an occurrence basis in a minimum amount of \$5,000,000 per occurrence and in the aggregate.

The policies of insurance shall name the Board of Education and the School District as additional insureds for any claims arising out of the performance or acts of the Supplier in accordance with the terms of the agreement. Such insurance shall be primary, and any insurance maintained by the School District shall be secondary. The District will be provided with a current insurance certificate at all times which indicates proof of the existence of the policy, showing the name of insured and additional named insureds, and also providing for a minimum sixty (60) day "Notice of Cancellation" clause.

III. GENERAL SPECIFICATIONS

1. Staff Considerations.

- a. The successful bidder shall obtain fingerprint-based criminal background investigations of any employees who are or will be performing work on school district property or in school district buildings in order to ascertain whether such employees have been convicted of any of the offenses enumerated in 105 ILCS 5/10-21.9. Such criminal background checks will be performed at the successful bidder's expense. The successful bidder shall conduct a check of the Illinois Statewide Sex Offender Database as to all persons working on any School District property or buildings. Should any of the successful bidder's employees be identified as a sex offender, the successful bidder shall remove those persons from the work immediately. The costs related to such removal and substitution of personnel shall be borne solely by the successful bidder. By virtue of submitting a bid, each bidder acknowledges that, pursuant to the Illinois Criminal Code (720 ILCS 5/11-9.3), it is unlawful for a child sex offender to knowingly be present on school property when persons under the age of 18 are present without the specific notification to and permission of the Superintendent of Schools or the Board of Education. The successful bidder shall ascertain that its employees are notified of this law and that said employees are directed to notify their employer if they have been charged with or convicted of a sex offense restricting their presence on school property. The successful bidder will then provide appropriate and immediate notification to the School District.

- b. The successful bidder is expected to interview all incumbent hourly staff who apply for a position and pass the background screening. Hourly employees that are hired during the transition period will be provided a 60-day probation period.
- c. The successful bidder is expected to provide wages consistent with the local market and comply with related labor laws.
- d. All incumbent staff hired by the successful bidder during the transition period will be offered health insurance benefits that are compliant with any government mandated healthcare program. This benefit program must be compliant with the Affordable Care Act. Please describe your company's healthcare plans, including overview of coverage and the amount of the employee contribution of all relevant plans. Healthcare coverage for the incumbent staff hired by the successful bidder during the transition period will begin immediately without a waiting period.
- e. The successful bidder will provide an effective method to capture the time worked by the hourly staff. Please describe your company's time tracking methodology.
- f. All employees assigned to the District must complete required training prior to beginning work. All employees must be engaged in an on-going safety training program. Please describe your company's safety training program.
- g. All employees assigned to the District must have appropriate license(s) and competencies prior to beginning work. All employees must be engaged in an on-going technical training program. Please describe your company's technical training program.

- h. The successful bidder will provide appropriate uniforms and personal protective equipment to all employees associated with the custodial services. Please describe the uniforms that should expect the hourly employees to be wearing.
- i. The successful bidder will provide on-site management of staff.

2. Mobile Communication Devices. The successful bidder will provide mobile phones to facilitate communication with the custodial personnel. The successful bidder will provide smartphones/tablets to facilitate communication with the maintenance technicians. The usage of these devices shall be used for the implementation of a computerized maintenance management system.

3. Computers and Office Equipment. The successful bidder will provide office equipment necessary to support the requirements of this agreement, including computers and printers (copier, fax, phones).

4. Quality Assurance / Quality Control. The successful bidder will provide a comprehensive Quality Assurance / Quality Control system and customer satisfaction surveys. Describe your company's program(s) for quality control and customer satisfaction surveys.

5. Reporting. The successful bidder will provide routine communication with the District. The successful bidder will provide monthly written reports noting: completed training, future objectives, challenges, quality assurance results and work order completion rates. Please provide a sample monthly report. The successful bidder will host quarterly meetings with the administration of the District to review accomplishments and establish future objectives. These quarterly meetings will be hosted by the bidder's regional manager and/or their superiors.

6. Office and Storage Accommodations. The District will provide adequate office, work and storage space to support the requirements of the agreement. Utilities, phone and internet services are included in this accommodation.

7. Sub-contracting. The agreement is not transferable or assignable by either party, but will inure to any successor district of the District or any successor entity to the successful bidder. All employees that are performing these services in the District must be directly employed by the successful bidder. Bidders shall disclose any intent to sub-contract any portion of the agreement in their bids. Any other sub-contractor that will be utilized for any of these services stated must be approved by a designee of the District. Rationale for utilizing a sub-contractor and related information should be stated in a prominent manner in the bid.

IV. CUSTODIAL OPERATIONS SPECIFICATIONS

1. Labor Specific to Custodial Operations. The successful bidder will provide on-site management personnel, on-site administrative personnel, and on-site custodial technicians sufficient enough to satisfy these specifications, including associated wages, taxes and benefits. Provide an anticipated staffing plan. Staff levels shall not be less than the minimum staffing levels specified as follows, for services Monday through Friday, excluding holidays:

- a. During the school year when the school buildings are open (i.e. student and/or staff attendance):
 - i. Three (3) full-time custodians on day shift (beginning before staff arrival, with times to be determined), one each for the three (3) school buildings, with one custodian who will also attend to the Administration Building;
 - ii. Eight (8) full-time custodians on night shift (to coincide with student dismissal, with times to be determined), to be distributed among the three (3) school buildings as appropriate; and
 - iii. One (1) full-time on-site management/administrative employee to supervise and monitor custodial services (with times to be determined overlapping both shifts).
- b. During the school year when the school buildings are not open to students but are open to administrators and other staff (i.e. fall, winter, spring breaks, etc.):
 - i. Eleven (11) full-time custodians, to be distributed among the three (3) school buildings as appropriate, with shift times to be determined; and
 - ii. One (1) full-time on-site management/administrative employee to supervise and monitor custodial services (with times to be determined).

c. During the summer break, including summer deep-cleaning and ordinary cleaning attendant to summer school and administrative operations:

- i. Eleven (11) full-time custodians, to be distributed among the three (3) school buildings as appropriate, with shift times to be determined; and
- ii. One (1) full-time on-site management/administrative employee to supervise and monitor custodial services (with times to be determined).

2. Materials. The District will provide all cleaning supplies and hand tools (cleaning chemicals, floor finishes, mops, buckets, brooms, brushes, rags, etc....) and is expected to provide all consumable products (paper towels, toilet tissue, trash bags and hand soaps). The successful bidder will provide appropriate uniforms and personal protective equipment to all employees associated with the custodial services.

3. Computerized Quality Assurance / Quality Control System. The successful bidder will provide a computerized Quality Assurance / Quality Control system and pay for all required software and licensing fees. The QA/QC system must be capable of generating effective efficiency reports. Provide sample reports with your bid. The QA/QC system shall support inspection data collection via smartphones and/or tablets.

4. Management of Energy Consumption. Lights should only be turned on in areas where cleaning is taking place and are to be turned off immediately after cleaning each room. Cleaning personnel are not to change or override established heating and cooling temperatures in schools.

5. Cleaning Frequencies by Area / Assignment.

a. Classrooms

Daily

- Empty wastebaskets and replace liners as needed
- Spot Clean desk tops (removal of graffiti)

- Clean and sanitize counters and sinks
- Dust mop all composition floors
- Mop all hard surface floors with all-purpose cleaner
- Vacuum all carpet
- Spot clean carpet as needed
- Vacuum walk-off mats
- Secure any exterior doors and windows and turn off lights before leaving room

Weekly

- Low dust all horizontal surfaces to hand height (60") including desks, chairs and tables
- Sweep baseboards
- Damp clean window ledges
- Remove fingerprints from doors, frames, light switches, kick plates, handles and railings
- Clean all door glass
- High dust above hand height (60") horizontal surfaces, including shelves, pipes, moldings, etc. (reachable by 6 ft. ladder)
- Dust blinds

b. Offices

Daily (five days per week)

- Empty wastebaskets and replace liners (as needed)
- Dust furniture, including desks, chairs, tables, lamps, etc.
- Dust interior window ledges
- Dust telephones
- Clean all windows and glass partitions to hand height
- Clean desk tops
- Dust mop all hard surface floors (with chemically treated dust mop)
- Mop all hard surface floors with all-purpose cleaners
- Vacuum carpet
- Spot clean carpet to remove all stains, spills and soiled spots
- Vacuum walk-off mats
- Remove fingerprints from doors, frames, light switches, kick plates, handles and railings

Weekly

- Low dust all horizontal surfaces to hand height (60")
- Damp clean baseboards
- Damp clean window ledges
- High dust above hand height horizontal surfaces, including shelves, moldings, pipes, ducts, heating outlets, etc. (reachable by 6 ft. ladder)
- Dust blinds

c. Teacher Work Area and Duplication Rooms

Daily (five days per week)

- Empty wastebaskets and replace liners (as needed)
- Dust furniture, including desks, chairs, tables, lamps, etc.
- Dust interior window ledges
- Dust telephones
- Clean all windows and glass partitions to hand height
- Damp clean counter tops
- Dust mop all hard surface floors
- Mop all hard surface floors with all-purpose cleaners
- Vacuum carpet
- Spot clean carpet to remove all stains, spills, and soiled spots
- Vacuum walk-off mats
- Remove fingerprints from doors, frames, light switches, kick plates, handles and railings

Weekly

- Low dust all horizontal surfaces to hand height (60")
- Damp clean baseboards
- High dust above hand height horizontal surfaces, including shelves, moldings, pipes, ducts, heating outlets, etc. (reachable by 6 ft. ladder)

d. Library

Daily (five days per week)

- Empty wastebaskets and replace liners (as needed)
- Dust furniture, including desks, chairs, tables, lamps, etc.

- Dust interior window ledges
- Clean all window glass and glass partitions to hand height
- Clean desk tops
- Dust mop all hard surface floors
- Mop all hard surface floors with all-purpose cleaner
- Vacuum carpet
- Spot clean carpet to remove all stains, spills and soiled spots
- Vacuum walk-off mats
- Remove fingerprints from doors, frames, light switches, kick plates, handles, and railings

Weekly

- Replace all plastic liners in waste receptacles
- Low dust horizontal surfaces to hand height (60")
- Dust all book shelves (books to remain in place)
- Damp clean window ledges
- High dust above hand height horizontal surfaces, including shelves, ceilings, pipes, moldings, ducts, heating outlets, etc. (reachable by 6 ft. ladder)

e. Cafeteria & Kitchen Areas

Daily (five days per week)

- Floors swept and mopped, including under equipment and counters
- Available to clean spills as needed
- Clean floors and sanitize cafeteria tables in between lunch groups
- Bring dirty lunch trays to kitchen for cleaning
- Visible in cafeteria during lunch serving to sweep & mop up food and drink spills
- Garbage to be emptied in kitchen areas as needed throughout the day, with boxes broken down and brought to dumpster for recycling.
- Coolers and pantry mopped
- Hand sinks and floor sinks cleaned
- Paper towel and soap dispensers checked and filled daily

Weekly

- Wash out garbage cans in kitchen and cafeteria as needed

- High dust above hand height horizontal surfaces, including shelves, ceiling, moldings, pipes, ducts, heating outlets, etc.
- Other cleaning duties as may be assigned by Cafeteria Manager or Director of Buildings & Grounds as needed

f. Common Areas (Lobbies/Corridors/Stairs/Elevators)

Daily (five days per week)

- Clean interior glass partitions and doors
- Clean and sanitize water fountains
- Dust interior window ledges
- Dust mop all hard surface floors
- Mop all hard surface floors with all-purpose cleaner
- Vacuum carpet
- Spot clean carpet to remove all stains, spills and soiled spots
- Vacuum walk-off mats
- Clean under entrance mats daily, inside and out
- Sweep underneath stairs

Weekly

- Damp clean baseboards
- Damp clean window ledges
- Dust furniture and fixtures
- High dust above hand height horizontal surfaces, including shelves, ceilings, pipes, moldings, ducts, heating outlets, etc. (reachable by 6 ft. ladder)
- Clean all hall walls (more often if needed)

g. Restrooms/Dressing Rooms

Daily

- Check restrooms throughout the school day
- Empty wastebaskets/dispensers and replace liners
- Clean, sanitize, and polish all fixtures including toilet bowls, urinals and hand basins
- Clean and polish chrome fittings
- Clean and sanitize toilet seats
- Clean and polish glass and mirrors

- Wash and sanitize exterior of containers
- Remove spots, stains and splashes from wall area and counter tops
- Clean metal partitions
- Sweep floors
- Mop floors with germicidal disinfectant at least daily
- Fill expendable supplies in restroom dispensers
- Wash and sanitize metal partitions
- Remove fingerprints from doors, frames, light switches, kick plates, push plates, handles, railing, etc.

Weekly

- Low dust horizontal surfaces to hand height (60")
- Clean walls thoroughly with cleaning and sanitizing solution
- High dust above horizontal surfaces, including shelves, ceilings, moldings, ledges, pipes, ducts, heating outlets, etc. (reachable by 6 ft. ladder)
- Machine scrub floors with germicidal disinfectant

h. Multi-purpose/Gymnasium

Daily (Five days per week)

- Empty wastebaskets
- Remove fingerprints from doors, frames, light switches, kick plates, push plates, handles, railings, etc.
- Dust mop floors and/or vacuum all carpeted areas
- Spot mop composition floors
- Spot clean carpeted areas and remove any stains, spills or soiled spots

Weekly

- Replace all plastic can liners in waste receptacles
- Low dust horizontal surfaces to hand height (60")
- Sweep baseboards
- Clean bleachers, remove all trash, sweep, and clean floor underneath

Annually

- High dust above hand height (60") all horizontal surfaces including

- shelves and molding
 - Scrub composition floors as needed
- i. Grounds Maintenance immediately surrounding the building (within 15 feet)
- Daily (Five days per week)
- Remove trash and debris around entrances
 - Empty trash containers
- j. Day custodian duties
- Daily (Five days per week)
- Monitor all restrooms after each class break-mop floor, spot clean sinks, vanities, counter tops, mirrors, floors, and walls, pick up paper and flush commodes and urinals, and take out trash
 - Pick up trash outside of building at least one (1) time per day
 - Change light bulbs and tubes (reachable by 6 ft. ladder)
 - Clean and mop any accident that may occur during the day
 - Respond to clean up request by Building Engineer or Principal
 - Clean electrical rooms and storage closets
 - Set up and break down cafeteria areas
- k. Special Events (Athletic events, Theater productions, Concerts, PTA Meetings, Board Meetings, etc.): Check and maintain cleanliness as needed.
- l. All hard surface floors are to be stripped and waxed three times per year. Times per year is defined as summer, winter and spring break per District instructions.
- m. The successful bidder shall provide one full time day custodian to assist in daily set up and cleaning of Lincoln, Todd and Rutledge Halls.
- n. Any other duties as requested by the building engineers.

V. SUMMER DEEP-CLEANING SPECIFICATIONS

1. During the summer break, the successful bidder will provide on-site management personnel, on-site administrative personnel, and on-site custodial technicians sufficient enough to perform a deep cleaning of all hallways, classrooms, gymnasiums, and other areas in the school district, as well as other services as required above. The summer deep cleaning activities will include, but not be limited to, the following:

- Move out furniture in each classroom
- Clean and disinfect all furniture
- Wash and disinfect all horizontal and vertical surfaces
- Clean out and wash all lockers
- Strip and resurface all classroom tile floors
- Replace all furniture in each room
- Clean all windows, interior and exterior
- Dust bleachers and all surfaces in gymnasiums
- Clean all walls, tables, and chairs in all cafeterias
- Strip and resurface tile floors in all cafeterias
- Extract all carpets
- Clean all surfaces in all stairwells
- Strip and resurface all hallway tile floors

2. The above deep-cleaning activities shall be in addition to customary cleaning activities for classrooms and office spaces, restrooms, and common areas that remain open and in use by District staff during the summer break, including summer school operations.

VI. BUILDING LIST

1. All district buildings are located on the same campus in Lincolnwood, Illinois 60712. All square footages and enrollments are approximate.

2. Marvin Garlich Administration Building, 6950 N. East Prairie Rd., is a two-story 10,000 sq. ft. building containing 12 offices, 7 washrooms, 2 conference rooms, a staff lounge, multiple open office spaces, and associated copy, storage, and common areas.

3. Lincoln Hall Middle School, 6855 N. Crawford Ave., is a three-story, 145,000 sq. ft. building serving 400 students in grades six through eight. It contains 43 classrooms (including STEM and non-traditional classroom spaces), 17 washrooms, a full kitchen, a cafeteria, a gymnasium, an auditorium, music areas for orchestra, band, and choral instruction, a staff lounge, offices, and associated copy, storage, and common areas.

4. Rutledge Hall School, 6850 N. East Prairie Rd., is a two-story, 60,000 sq. ft. building serving 400 students in grades three through five. It contains 35 classrooms, 12 washrooms, a small kitchen, a multi-purpose cafeteria/gymnasium, a staff lounge, offices, and associated copy, storage, and common areas.

5. Todd Hall School, 3925 W. Lunt Ave., is a one-story, 60,000 sq. ft. building serving 400 students in pre-kindergarten through grade two. It contains 35 classrooms, 24 washrooms, a small kitchen, a multi-purpose cafeteria/gymnasium, a staff lounge, offices, and associated copy, storage, and common areas.

EXHIBIT A – BID FORM

Lincolnwood School District No. 74
CUSTODIAL SERVICES BID 2019


After having read all the Specifications and instructions for bidders and understanding the same, I hereby submit the following bid for the custodial services needs of Lincolnwood School District No. 74 in accordance with said Specifications:

Total Annual Cost for Scope of Services, 2019-2020: \$ 415,459.45

Hourly rates for work requested by the District which is beyond the scope of services, 2019-2020:

- Maintenance \$ 41.67 /hour
- Custodial \$ 30.00 /hour
- Grounds \$ 30.00 /hour

I acknowledge that these bid prices are calculated including all costs of employee wages and benefits, liability and workers' compensation insurance, uniforms, personal protective equipment, mobile communication devices, QA/QC system, and reporting, all as described in the Specifications. In successive years, the annual cost and hourly rates stated above may be eligible for an inflationary price adjustment based upon the most recently available Consumer Price Index for all Urban Consumers (CPI-U) for the Chicago-Gary-Kenosha area, as published by the U.S. Department of Labor, Bureau of Labor Statistics, not to exceed five percent (5%) per year, or shall remain unchanged in the event of a flat or negative CPI-U. Should I be awarded the contract, I acknowledge that any resulting agreement shall be substantially in accordance with the Specifications and subject to approval by the legal counsel for the School District. The term of the agreement shall commence August 1, 2019, for a three-year initial term with options to renew for two additional one-year periods by mutual agreement of the parties.



SIGNED

Kurt Kuempel

PRINT NAME OF SIGNATORY

GSF USA, INC.

COMPANY NAME

2200 E. Devon Ave., Suite 283

ADDRESS

Des Plaines, IL 60018

CITY STATE ZIP

5/06/2019

DATE

General Manager

PRINT TITLE OF SIGNATORY

35-1734232

FEIN

847.913.0085

PHONE

847.913.2018

FAX

EXHIBIT A – BID FORM

Include with this bid form and certifications the following items:

- i. Five (5) Illinois references, at least three (3) of which must be schools;
- ii. Detailed information of your company's background, including regional/national information and organizational chart;
- iii. Narrative regarding organized labor experience and copies of any applicable collective bargaining agreements;
- iv. Most recent three (3) years of certified audited financial statements;
- v. Statement regarding whether your company has ever sought bankruptcy protection and, if so, when and the result thereof;
- vi. Sample certificate of insurance;
- vii. Description of current wages and employee benefits;
- viii. Description of time tracking methodology;
- ix. Description of safety, licensure, and technical training programs;
- x. Description of uniforms, personal protective equipment, and mobile communication devices to be provided to assigned employees;
- xi. Description of Quality Assurance / Quality Control system and Reporting system, including coordination with smartphones/tablets, data collection, and sample reports; and
- xii. Anticipated staffing plan.

Bids are due on Tuesday, May 7, 2019, at 1:00 p.m. and are to be submitted in duplicate in a sealed envelope bearing the bidder's name and address, and marked "CUSTODIAL SERVICES BID FOR SCHOOL DISTRICT NO. 74" to the following address:

ATTN: Ms. Courtney Whited, Business Manager
Lincolnwood School District No. 74
Administration Building
6950 N. East Prairie Rd.
Lincolnwood IL 60712

EXHIBIT A – BID FORM


THE BOARD OF EDUCATION OF LINCOLNWOOD SCHOOL DISTRICT NO. 74 RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS OR PARTS THEREOF WHICH ARE SEVERABLE AND RESERVES THE RIGHT TO WAIVE ANY INFORMALITIES OR TECHNICAL DEFECTS IN BIDS OR THE BIDDING PROCESS AS WILL SERVE THE BEST INTERESTS OF THE DISTRICT.

CERTIFICATIONS

The undersigned hereby affirms that:

- * He/She is a duly authorized agent of the vendor.
- * He/She has read and agrees to the request for bids.

I certify that I am submitting the foregoing as my firm's bid. I understand by virtue of executing and returning with this bid this required response form, I further certify full, complete, and unconditional acceptance of the contents of this request for bids.

Print Name: Kurt Kuempel Title: General Manager
Company Name: GSF USA, INC.
Address: 2200 E. Devon Ave., Suite 283
City State ZIP: Des Plaines, IL 60018 Telephone: 847.913.0085
Fax: 847.913.2018 E-Mail: kkuempel@gsf-usa.com
Signature:  Date: 5/06/2019

COLLECTIVE BARGAINING

The undersigned hereby certifies that SOME OR ALL / NONE (check one) of my firm's employees are represented by an exclusive bargaining representative recognized and certified by a labor relations board. I certify that I have provided copies of all collective bargaining agreements that my firm is subject to. I further certify that I have disclosed information on all petitions for certification, decertification, or any other action pertaining to collective bargaining that are presently outstanding but have not yet resulted in a signed collective bargaining agreement.

Signature:  Date: 5/06/2019

EXHIBIT A – BID FORM

ANTI-COLLUSION CERTIFICATION OF COMPLIANCE

Kurt Kempel, being first duly sworn, deposes and says:
(print name)

that he/she is General Manager of GSF USA, INC.
(owner, president, partner, etc.) (name of company)

the party making the foregoing proposal or bid, that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantages against any other bidder or any person interested in the proposed contract.

Signature:  Date: 5/06/2019

CERTIFICATE OF ELIGIBILITY TO BID

GSF USA, INC. (bidder), pursuant to Section 33E-11 of the Illinois Criminal Code of 1961, as amended, hereby certifies that neither he/she/its partners, officers, or owners of his/her/its business have been convicted in the past five (5) years of the offenses of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961, as amended, and that neither he/she/its business has ever been convicted of the offense of bid-rotating under Section 33E-4 of the Illinois Criminal Code of 1961, as amended.

Signature:  Date: 5/06/2019

EXHIBIT A – BID FORM

SEXUAL HARASSMENT

The undersigned hereby certifies that my firm has complied with the requirement of Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), as amended, with respect to sexual harassment policies. The terms of that law, as applicable, are hereby incorporated into this contract. The Board of Education states that it is in compliance with said law


Signature: 

Date: 5/06/2019

HOLD HARMLESS AGREEMENT

The bidder hereby agrees to indemnify, defend and hold harmless the Board of Education of the School District, its individual board members, officers, employees, agents, volunteers, successors, and assigns (collectively, the "Indemnitees"), from any and all costs, damages, losses, judgments, liabilities and expenses (including reasonable attorneys' fees and litigation costs) (collectively, "Claims") brought against or incurred by the Indemnitees arising out of, in connection with, or related to (1) any acts or omissions of the successful bidder, its employees, agents, assigns, or subcontractors; and/or (2) any breach by the successful bidder of the terms of the agreement entered into as a result of the bid.

Further, the bidder agrees to assume the entire liability for all personal injury claims suffered by its own employees allegedly injured on school district property, and waive any limitation of liability defense based on the Workers' Compensation Act against claims by the Board of Education for indemnification or contribution, and further agree to indemnify and defend the Indemnitees from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that Indemnitees may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the Indemnitee's own negligence, and further agree to pay any contribution appropriate for bidder's own negligence.

For: GSF USA, INC. By: 
(company name) (signature)

Its: General Manager Date: 5/06/2019
(owner, president, partner, etc.)

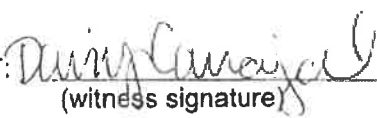
ATTEST:  By: Daisy Carvajal HR
(witness signature) (witness name/title)

EXHIBIT A – BID FORM

DRUG FREE WORKPLACE CERTIFICATION

Pursuant to 30 ILCS 580/1 *et seq.* ("Drug Free Workplace Act"), the undersigned certifies to the Board of Education it will provide a drug-free workplace by:

1. Publishing a statement: A. notifying employees that unlawful manufacture, distribution, possession, or use of a controlled substance, including cannabis, is prohibited in the Contractor's workplace; B. specifying actions that will be taken against employees for violations of this prohibition; C. notifying employees that, as a condition of employment on this contract, employees will: 1. abide by the terms of the statement, 2. notify the Contractor of any criminal drug statute conviction for a violation occurring in the workplace, no later than five (5) days after such conviction.

2. Establishing a drug-free awareness program to inform employees about: A. the dangers of drug abuse in the workplace; B. the Contractor's policy of maintaining a drug-free workplace; C. available drug counseling, rehabilitation, and employee assistance programs; D. penalties that may be imposed upon employees for drug violations.

3. Making it a requirement to give a copy of the statement in subsection "1" to each employee engaged in performance of the contract, and posting it in a prominent workplace location.

4. Notifying the District within ten days after receiving notice in subsection "1", paragraph "C", part "2", from an employee, or otherwise receiving actual notice of such conviction.


5. Imposing a sanction or requiring participation by a convicted employee, in a drug abuse rehabilitation program, as required by Section 5 of the Drug Free Workplace Act.

6. Assisting employees in selecting a course of action in the event drug counseling, treatment, and/or rehabilitation is required, and indicating that a trained referral team is in place.

7. Making a good-faith effort to maintain a drug-free workplace through implementation of Section 3 of the Drug Free Workplace Act.

Failure to abide by this Drug Free Workplace Certification will subject the contractor to penalties set forth in Sections 6, 7, and 8 of the Drug Free Workplace Act.

For: GSF USA, INC.
(company name)

By: 
(signature)

Its: General Manager
(owner, president, partner, etc.)

Date: 5/06/2019



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of Indiana, LLC 10401 N. Meridian #300 Indianapolis, IN 46290 INSURED G.S.P. USA, Inc. 2701 Fortune Circle E, Suite D Indianapolis, IN 46241	1-317-844-7759 CONTACT NAME: Estella Simpson PHONE (A/C, No, Ext): E-MAIL ADDRESS: esimpson@assuredptrin.com INSURER(S) AFFORDING COVERAGE INSURER A: WESTFIELD INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NASC # 24112
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COVERAGES **CERTIFICATE NUMBER:** 54640746 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD: WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A X	COMMERCIAL GENERAL LIABILITY CLAIMS MADE X OCCUR		CMM5567475	12/01/18	12/01/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADY INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS COMP/OP AGG \$ 2,000,000 OTHER \$
	GEN'L AGGREGATE LIMIT APPLIES PER POLICY X PROJECT X LOC					
	OTHER					
	TOY/MOBILE LIABILITY		CMM5567475	12/01/18	12/01/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	ANY AUTO OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY					
A X	UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS MADE DED RETENTION \$		CMM5567475	12/01/18	12/01/19	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	WCP5567689	12/01/18	12/01/19	X PER STATUTE OTH ER E1 EACH ACCIDENT \$ 1,000,000 E1 DISEASE (A EMPLOYEE) \$ 1,000,000 E1 DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER FOR INFORMATIONAL PURPOSES USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



AssuredPartners
of Indiana

10401 N. Meridian St., Suite 300
Indianapolis, IN 46290
Phone: 317-844-7759
Fax: 317-815-6036 or Fax 317-844-9910

IF YOU ARE THE RECIPIENT OF THIS CERTIFICATE:

ANY WORDING TO PROVIDE ADDITIONAL INSURED COVERAGE, PROVIDE COVERAGE ON A PRIMARY AND NON-CONTRIBUTORY BASIS, OR PROVIDE A WAIVER OF SUBROGATION APPLIES ONLY WHERE REQUIRED BY WRITTEN CONTRACT OR AGREEMENT.

CONTRACTUAL LIABILITY COVERAGE IS ONLY PROVIDED TO THE EXTENT SET FORTH IN THE POLICIES AND MAY NOT COVER ALL LIABILITY ASSUMED BY THE NAMED INSURED UNDER THE CONTRACT.

IF YOU ARE THE REQUESTOR OF THIS CERTIFICATE OF INSURANCE:

AssuredPartners of Indiana, LLC has, upon your request, issued the attached Certificate of Insurance.

If you have not already done so, we highly recommend that you provide AssuredPartners of Indiana, LLC with a copy of the insurance and indemnification provisions of the contract pertaining to the Certificate of Insurance request so that we may properly ascertain whether the referenced insurance policies address the limits of insurance, terms and types of coverage required by the contract.

While most Certificates of Insurance can be issued at no cost, the contract may require the purchase of additional insurance coverage that could be subject to an additional premium charge. In some instances, the coverage identified in the contract may be outside the underwriting guidelines of the insurance carrier and cannot be obtained.

Any contract review performed by AssuredPartners of Indiana, LLC should not be construed as the rendering of legal advice or a legal opinion concerning any portion of the contract.

AssuredPartners of Indiana, LLC has not endeavored to identify all potential liability issues that might arise under this contract. This review is provided for information purposes only and should not be relied upon by third parties.

Any description of insurance coverage is subject to the terms, conditions, exclusions and other provisions of the policies and any applicable regulations, rating rules or plans. This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

ACORD forms & Policy Cancellation Requirements

Effective September 2009, ACORD revised the ACORD 25 Certificate of Insurance and the Acord 27 & 28 Evidence of Property forms, the major change being removal of the cancellation notice provision. Per our contract with ACORD, we are not able to alter pre-existing wording on the current form, nor are we able to complete a proprietary form you provide:

• Per Indiana House Enrolled Act 1322, effective July 1, 2013,

Sec.13. (a) A person is not entitled to notice of:

- (1) cancellation of
- (2) non-renewal of; or
- (3) a material change in;

a policy of property or casualty insurance unless the person has notice rights under the terms of the policy of property or casualty insurance or an endorsement to the policy.

Violation of this statute is considered an unfair and deceptive act or practice under Indiana Law and if an agent is found to be in violation, they can possibly lose their license, and an insured or customer can possibly be fined.

We appreciate your understanding of the legal restrictions on our ability to fully comply with your request



**GSF USA, INC.
CLEANING AGREEMENT**

This Agreement between GSF USA, INC., Illinois (*Contractor*) and LINCOLWOOD SCHOOL DISTRICT 74 (*Customer*) for and in consideration and covenants contained herein it is agreed as follows: This

Agreement is made this 31st day of May 2019, by and between *Contractor* and *Customer*.

WORK TO BE PERFORMED

Customer and *Contractor* agree that *Contractor* shall perform the Custodial Services for LINCOLWOOD SCHOOL DISTRICT 74. Custodial services will be required at three (3) school buildings and one (1) administrative center, all located on a single campus in the Village of Lincolnwood, The School District will supply all necessary equipment, cleaning supplies, hand tools, and consumable products. This Work is to be authorized in advance by Owner's Administrative representatives. The bid package for "LINCOLWOOD SCHOOL DISTRICT 74 CUSTODIAL SERVICES BID 2019" shall be made a part of this Agreement and incorporated herein, and shall define the scope of this Work, as well as all insurance, liability, and indemnification requirements and other general specifications.

DATE WORK TO START AND DATE WORK TO BE COMPLETED

Date Work to Start: August 1, 2019

Date Work to End: July 31, 2022 with an option to renew for two additional one-year periods.

PRICE

The Annual Cost for Service 2019-2020 will be \$415,459.45 (four hundred fifteen thousand four hundred fifty-nine dollars and forty-five cents).

Hourly rates for work requested by the District which is beyond the scope of service 2019-2020:

Maintenance: \$41.67/Hour

Custodial: \$30/Hour

Grounds: \$30/Hour


In successive years, the annual cost and hourly rates stated above may be eligible for an inflationary price adjustment based upon the most recently available Consumer Price Index for all Urban Consumers (CPI-U) for the Chicago-Gary-Kenosha area, as published by the U.S. Department of Labor, Bureau of Labor Statistics, not to exceed 5% per year, or shall remain unchanged in the event of a flat or negative CPI-U.

IN WITNESS WHEREOF, the parties have executed this *Agreement* as of the date and year first above written.

GSF USA, INC.

By: 
Kurt Kuempel
General Manager

LINCOLNWOOD SCHOOL DISTRICT 74

By: 
Scott Anderson
SD74 Board President



Executive Summary Board of Education Meeting

DATE: May 4, 2021

TOPIC: GSF USA, Inc. Cleaning Services 2021-22

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

The Board approves all contracts and expenditures over \$10,000. GSF USA has provided outstanding custodial services ever since the initial term of the contract in 2019-20. Their team has continued to perform at a high standard throughout the last year when the Pandemic developed. The annual amount for cleaning services from August 1, 2021 through July 31, 2022 is based on a 2.5% increase over the prior year. Legal Counsel reviewed the amendment, performed a revision, and GSF USA signed off on this final version.

Changes did not materially affect the substance of the Agreement. They can be summarized as follows:

- Removed the references to a "Master Services Agreement" or "Amendment #1". The first two years were presented essentially as standalone individual Agreements, both of which incorporated the original bid for purposes of specifications.
- Included the dates of the first two documents and left the language in place to treat all of these as essentially one continuous "Agreement," however.
- Changed the date of this document to the May Board meeting.
- Added a new Section C which incorporates the prior bid package and its terms on scope, insurance, liability, indemnification, etc. This language appeared in both of the prior documents as well.

GSF also provided a 2021-22 contract plus an additional two-year extension for informational purposes only.

Fiscal Impact:

\$435,640.39 *36,303.37 monthly*

Recommendation:

The Finance Committee concurs to recommend to the Board of Education to accept the amendment as presented for GSF USA, Inc. custodial services in the amount of \$435,640.39 to begin August 1, 2021 and end July 31, 2022.



AMENDMENT TO AGREEMENT

This Amendment dated May 4, 2021 and effective August 1, 2021 is entered into by and between GSF USA, Inc. ("Contractor"), and Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74, on behalf of itself and for the benefit of its Affiliates (collectively "Company") and amends that certain Agreement, dated May 30, 2019, and previously amended May 5, 2020, by and between Company and Contractor (collectively, the "Agreement"). All terms capitalized herein, but not defined herein, shall have the meanings ascribed to them in the Agreement.

The following recitals sets forth the basis of this Amendment and are made a part hereof:

RECITALS:

- A. Pricing: The parties agree to a 2.5% increase and that the annual contract price will be four hundred thirty-five thousand six hundred forty dollars and 39/100 (\$435,640.39) for the August 1, 2021 - July 31, 2022 of the Renewal Term, payable in twelve (12) monthly installments during the Renewal Term
- B. Hourly rates for work requested by the District which is beyond the scope of service 2021-2022:
 - a. Maintenance: \$42.71/Hour
 - b. Custodial: \$32.30/Hour
 - c. Grounds: \$32.30/Hour
- C. The bid package for "LINCOLNWOOD SCHOOL DISTRICT 74 CUSTODIAL SERVICES BID 2019" shall continue to be made a part of this Agreement and incorporated herein, and shall continue to define the scope of this Work, as well as all insurance, liability, and indemnification requirements and other general specifications.
- D. No Other Amendments. Except as expressly amended herein, the Agreement which has not expired or been terminated prior to the date hereof, shall continue in full force and effect, in accordance with its terms, without any waiver, amendment or other modification of any provision thereof.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT as of the date and year first above written.

GSF USA, INC.


Kurt A. Kuempel, General Manager

Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74

By: 



Information Only

AMENDMENT #1 TO MASTER SERVICES AGREEMENT

This Amendment #1 dated March 29, 2021 and effective August 1, 2021 is entered into by and between **GSF USA, Inc.** ("Contractor"), and **Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74**, on behalf of itself and for the benefit of its Affiliates (collectively "Company") and amends that certain Master Services Agreement, dated May 5, 2019, by and between Company and Contractor ("Agreement"). All terms capitalized herein, but not defined herein, shall have the meanings ascribed to them in the Agreement.

The following recitals sets forth the basis of this Amendment and are made a part hereof:

RECITALS:

A. Pricing: The parties agree to a

Year 1: 2.5% increase for the August 1, 2021 - July 31, 2022 of the Renewal Term and that the annual contract price will be four hundred thirty-five thousand six hundred forty dollars and 39/100 (\$435,640.39), payable in twelve (12) monthly installments during the Renewal Term.

Year 2: 5.5% increase for the August 1, 2022 - July 31, 2023 of the Renewal Term and that the annual contract price will be four hundred fifty-nine thousand six hundred dollars and 61/100 (\$459,600.61), payable in twelve (12) monthly installments during the Renewal Term.

Year 3: 5.5% increase for the August 1, 2023 - July 31, 2024 of the Renewal Term and that the annual contract price will be four hundred eighty-four thousand eight hundred seventy-eight dollars and 65/100 (\$484,878.65), payable in twelve (12) monthly installments during the Renewal Term.



Information Only

Illinois Minimum Wage Law					
1.1.2020	6.1.2020	1.1.2021	1.1.2022	1.1.2023	1.1.2024
\$9.25	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00
Cook County Minimum Wage Law					
7.1.2020	7.1.2021	7.1.2022	1.1.2023	1.1.2024	
\$13.00	\$14.00	TBD	TBD	TBD	
Chicago Minimum Wage Law					
7.1.2020	7.1.2021	7.1.2022	1.1.2023	1.1.2024	
\$14.00	\$15.00	TBD	TBD	TBD	

B.
No Other

	School District Year - Current Situation				
Positions	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
City Porters (4)	\$13.00	\$13.30	\$13.63	\$14.38	\$15.17
Night Custodian (9)	\$12.00	\$12.28	\$12.58	\$13.27	\$14.01
Manager (1)	\$22.00	\$22.51	\$23.07	\$24.34	\$25.68
Percentage Increase	N/A	2.30%	2.50%	5.50%	5.50%
Annual Contract \$ & Projected	\$415,459.45	\$425,015.02	\$435,640.39	\$459,600.61	\$484,878.65

Hourly rates for work requested by the District which is beyond the scope of service

Positions	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Maintenance	\$ 41.67	\$ 41.67	\$ 42.71	45.06	47.54
Stodial	\$ 30.00	\$ 30.70	\$ 32.30	34.08	35.95
Funds	\$ 30.00	\$ 30.70	\$ 32.30	34.08	35.95

Amendments. Except as expressly amended herein, the Agreement which has not expired or been terminated prior to the date hereof, shall continue in full force and effect, in accordance with its terms, without any waiver, amendment or other modification of any provision thereof.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT #1 as of the date and year first above written.

GSF USA, INC.

Board of Education of LINCOLNWOOD
SCHOOL DISTRICT 74

By: _____
Kurt A. Kuempel, General Manager

By: Information Only



Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: Frontline Absence and Substitute Management Software 3-Year Renewal (2022-2025)

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

Expenditures over \$10,000 require Board of Education approval. The District uses Frontline's Absence & Substitution Management system to record and manage staff absences and request substitutes. These services are available 24 hours a day, seven days a week online to assist employees in reporting absences and to assist substitute teachers in viewing available jobs at SD74. This renewal is under the Master Service Agreement legal counsel reviewed and approved in prior years. District Legal Counsel also noted that SOPPA does not factor into consideration because no student data or usage is involved.

Fiscal Impact:

2022-23 Year 1: \$4,084.15 (3.0% increase over prior year)

2023-24 Year 2: \$4,247.51 (4.0% increase over prior year)

2024-25 Year 3: \$4,438.66 (4.5% increase over prior year)

\$12,770.32 is the 3-Year Total

The District paid \$3,965.19 to Frontline in 2021-22

Recommendation:

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve this purchase from Frontline for Absence and Substitute Management in the 3-year amount of \$12,770.32 providing service from July 2022 - June 2025.



1400 Atwater Drive Malvern, PA 19355

Customer: **Order Form Details:**

Lincolnwood School District 74
6950 N. East Prairie Road
Lincolnwood, Illinois, 60712
United States

Contact: Courtney Whited
Title: Business Manager/CSBO
Phone: (847)675-8234
Email: cwhited@sd74.org

Pricing Expiration: 3/17/2022
Quote Currency: USD
Account Manager: Daniel Lopez

Startup Cost Billing Terms: One-Time, Invoiced after signing
Subscription Billing Frequency: Annual
Sale Type: Renewal
Initial Term: 7/01/2022 – 6/30/2025

Pricing Overview **Amount**

One-Time Fees	\$0.00
Annual Recurring Fees	\$4,084.15

One-Time Fees Itemized Description **Quantity** **Amount (each)** **Amount**

Annual Recurring Fees Itemized Description **Start Date** **End Date** **Amount**

Absence & Substitute Management, unlimited usage for internal employees	7/01/2022	6/30/2023	\$4,084.15
Absence & Substitute Management, unlimited usage for internal employees	7/01/2023	6/30/2024	\$4,247.51
Absence & Substitute Management, unlimited usage for internal employees	7/01/2024	6/30/2025	\$4,438.66



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Additional Order Form Information

Tax Information

Tax Exemption: We currently have a tax exemption certificate on file for you.

PO Information

PO Status:

PO #:

Note: If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to billing@frontlineed.com, otherwise a PO shall not be required for payment



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Invoicing Schedule	Due Date	Amount
Invoice: Annual		\$4,084.15 + applicable sales tax
Absence & Substitute Management, unlimited usage for internal employees		\$4,084.15
Absence & Substitute Management, unlimited usage for internal employees		\$4,247.51
Absence & Substitute Management, unlimited usage for internal employees		\$4,438.66

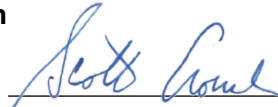


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MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 ("Frontline" or "Frontline"), and the customer identified below ("Customer"). Frontline and Customer are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein (the "Terms and Conditions"), including any exhibits, Order Form(s), Order Form Terms and Conditions and Statements of Work (collectively, the "Agreement"). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements. In the event of a conflict between the provisions of the Terms and Conditions and the provisions of any Statement of Work or any Order Form or any Order Form Terms and Conditions, the provisions of the Statement of Work or Order Form or Order Form Terms and Conditions, as applicable, shall govern, but only with respect to the services forth in the Statement of Work or that particular Order Form.

<p>Frontline Technologies Group LLC dba Frontline Education</p> <p>Signature: <u></u></p> <p>Name: <u>Scott Crouch</u></p> <p>Title: <u>VP Financial Operations</u></p> <p>Address: <u>1400 Atwater Drive</u> <u>Malvern, PA 19355</u></p> <p>Email: <u>billing@frontlineed.com</u></p>	<p>Lincolnwood School District 74</p> <p>Signature: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address: <u>6950 N. East Prairie Road</u> <u>Lincolnwood, Illinois 60712</u></p> <p>Email: _____</p>
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Attached: *Terms and Conditions Exhibit A*

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MASTER SERVICES AGREEMENT
TERMS AND CONDITIONS

1. Software and Services

1.1. Software. Subject to the terms and conditions set forth in this Agreement (including any Order Forms, Order Form Terms and Conditions and/or Statement of Work), Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form (the "Software") and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time ("Documentation") solely for internal use by its then-current employees, contractors, agents, representatives and other end users authorized to use the Software on Customer's behalf (collectively, "Authorized Users" or "End Users") in the ordinary course of Customer's business. Frontline shall provide any professional or other services set forth in an Order Form (the "Services"). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline ("Work Product") are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any Authorized Users to not (a) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (b) attempt to create any derivative version thereof; (c) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline's or its licensors' proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (d) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline's prior written consent, including any third party host of the Software for Customer. Frontline shall have the right (but not the obligation) to monitor Customer's and its Authorized Users' use of the Software to confirm Customer's and its Authorized Users' compliance with the terms of this Agreement.

1.2. Authorized Users. The total number of Authorized Users will be limited to the numerical or category limitations set forth in an Order Form, if any. Customer acknowledges and agrees that, depending on the specific Software provided by Frontline to Customer and/or the category of Authorized User, Authorized Users may have different access and usage rights to the Software. Customer shall ensure that Authorized Users comply with the terms and conditions of this Agreement with respect to access and use of the Software and any acts or omissions of such Authorized Users with respect to the same will be deemed acts or omissions of Customer for which Customer will be responsible on a joint and several basis. Customer is solely responsible for approving and provisioning any and all usernames and passwords assigned to or adopted by Customer's Authorized Users in connection with use of the Software. Customer is responsible for all activities that occur as a result of the use of such usernames and passwords. Customer will notify Frontline promptly of any unauthorized use of such usernames and passwords or any other breach of security known to Customer.

1.3. Order Forms. Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to affect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer's purchase order or otherwise shall be inapplicable to this Agreement. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).

1.4. Software Administrator; Maintenance Windows. At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator ("Software Administrator"). If Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer's expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline's normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer's Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.

1.5. Customer Content. The Software and Services may enable Customer and its Authorized Users to provide, upload, link

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to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, the "Customer Content") in connection with the Software and Services. Customer hereby grants to Frontline a non-exclusive, royalty-free license to reproduce, display, distribute, modify, prepare derivative works of and otherwise use the Customer Content for the purpose of providing the Software and otherwise performing its obligations and exercising its rights under this Agreement. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of the Customer Content. Frontline will act as a data processor, and will act on Customer's instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer's use of the Software and receipt of the Services and Frontline's provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer's intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.

1.6. Integration. Customer may, at Customer's direction and with or without Frontline's assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties ("Third Party Materials") and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide the Customer Content to a specified third party or permit such third party to have access to the Customer Content in connection with Third Party Materials; and (b) Frontline does not control and is not responsible for, does not warrant, support, or make any representations regarding (i) Third Party Materials; (ii) the Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of the Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of the Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization. Customer agrees to be bound by the terms, conditions and restrictions of the applicable third party license agreement with respect to such Third Party Materials.

1.7. Hosting. The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of the Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

1.8. Customer Responsibilities. Customer understands and agrees that (a) Customer shall have sole responsibility for

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administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived therefrom, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free. The customer is solely responsible for obtaining and maintaining, at its own expense, all hardware, software and services needed to use the Software, including any and all servers, computers, and Internet access services. In connection with the performance of the Services, Customer shall provide Frontline's personnel with all such cooperation and assistance as they may reasonably request, or otherwise may reasonably be required, to enable Frontline to perform its obligations (including the provision of the Services), and exercise its rights, under and in accordance with the terms and conditions of this Agreement.

2. Invoicing and Payment

All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date (as set forth in the Order Form) unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty (30) days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or, if less, the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax-exempt status or the right to remit taxes directly, the tax-exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.

3. Warranties and Disclosures

3.1. Mutual. Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its Authorized Users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.

3.2. Software Warranties. Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. The foregoing warranty will not apply (i) if Customer is in default or breach of any of its obligations under this Agreement, or (ii) to any non-conformance of the Software, Work Product or Services due to (A) Customer's failure to permit the installation/implementation of any update, upgrade or release provided by Frontline, (B) Customer's negligence, abuse, misapplication or misuse of the Software (including Customer's failure to operate the Software in accordance with Documentation), or (C) Customer's use or operation of the Software in or with any technology (including any software, hardware, firmware, system or network) not approved in writing by Frontline. In the event of a non-conformance of the Software, Work Product or Services reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third-

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Party Materials shall be subject only to such third-party terms and any warranties therein.

3.3. Disclaimers. EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.

4. Confidential Information Privacy

4.1. Confidential Information. During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing, (a) Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.

4.2. Privacy. Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and re-disclosure of Student PII.

4.3. Data Security. Frontline will utilize commercially reasonable administrative, technical, and physical measures designed to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (a) any warranty that these security measures will be 100% effective or error-free or (b) any liability related to the confidentiality and security measures utilized by third parties.

5. Indemnification.

Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third-party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

6. Limitations of Liability.

OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY (OR IN THE CASE OF FRONTLINE, ITS LICENSORS) BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S (OR ITS LICENSORS') TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY

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PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

7. Term and Termination.

The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall (a) begin on the Subscription Start Date (as defined in Section 2 above) and (b) continue for one year or such longer period as provided in an Order Form (the "Order Form Initial Term") and will renew for successive one-year terms thereafter (each, a "Renewal Term") unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may not terminate any Order Form at any time in the middle of a term. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, the licenses granted to Customer under Section 1.1 will terminate automatically and Customer (i) shall immediately cease using the Software and Documentation and (ii) for a period of thirty (30) days, may request a copy of the Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, 7 and 9. Frontline may (without limitation of any other rights or remedies) suspend use of the Software in the event that (A) Customer is delinquent in payment of any amount due to Frontline under this Agreement (and has not cured such delinquency within five (5) days following written notice thereof to Customer), (B) Customer has breached any of the provisions of Section 1 of this Agreement, or (C) in Frontline's reasonable good faith determination, suspension of use of the Software is necessary to avoid or mitigate harm to the security of Frontline's or its customers' systems or data. Any such suspension will not constitute a termination of this Agreement.

8. District Ordering.

Any other school district in the same state as Customer ("School District") may also purchase from Frontline a license to the Software and provision of the Services for the School District's own account on the same terms and conditions as are applicable to Customer under these Terms and Conditions (excluding any pricing terms and conditions). Each School District will be separately liable for payment for such Software and Services and its compliance with these Terms and Conditions, and neither Customer nor any School District will be liable for the acts, omissions or obligations of any other School District under these Terms and Conditions. Frontline will have no obligations to provide any Software or Services to a School District until such time as Frontline and such School District enter into an Order Form which references and is subject to these Terms and Conditions. By so doing, the School District agrees to be bound by these Terms and Conditions and for purposes of its order is considered "Customer" as that term is used in these Terms and Conditions. In the event that Customer and Frontline amend these Terms and Conditions (each an "Amendment"), any and all such Amendments will be enforceable against each School District that has executed an Order Form which references and is subject to these Terms and Conditions upon notice of such Amendment from Frontline unless Frontline has agreed in writing with School District that the Amendment, or specific provisions within the Amendment, do not apply to such School District.

9. General.

Frontline and Customer are each independent contractor and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. If the Customer requests to be added as an additional insured on any Frontline

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insurance policy, the limits of such policies shall be subject to the Limitations of Liability stated in Section 6 herein. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment, including any handwritten changes on this Agreement, in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be the same agreement.



Absence & Substitute Management

Standard Implementation Services

Introduction

Frontline Education provides a comprehensive implementation methodology and expert resources to partner with your project team throughout the implementation.



Scope/Deliverables

Project Management, Training & Consulting

- Project Kickoff Call
- Business Process Review: review of internal process for a Client's absence management and substitute placement process.
- Train-the-Trainer Model: blended learning consisting of online, self-paced courses and instructor-led remote training for the Client project team to gain familiarity with our solutions for implementation, administration and to train end users
- Role-based Learning Center: ongoing, anytime access to knowledge base articles available to all district staff
- Project Status Monitoring: periodic review of project progress to planned project milestones throughout implementation
- Project Close Out Call

Configuration

System configuration is accomplished through a blended approach of pre-configuration, Frontline Education configuration services, and Client configuration activities. Frontline Education will provide configuration services to tailor default setups to your specific needs and provide your project team a head start to configuring the system. Online Training courses and consultation are provided so that your staff can continue configuration for initial setup and to meet your ongoing needs.

Specific examples of configuration services during implementation include –

Setups	Pre-configured with Absence and Substitute Management	Frontline Education Configuration Services
Skills	4	Based on organization and state requirements
Employee Types	6	Based on organization requirements
Schools (Generic)	5	Based on organization requirements
Absence Reasons	6	Based on organization requirements
Permission Profiles	2	Consultation on additional permission profiles based on organization requirements

Data Imports

During implementation, we will assist with the import of the following data formatted in our standard templates, where applicable. Online Training courses and consultation will be provided to show you how to maintain this data on an ongoing basis after the initial import.

- School Locations and Settings
- Employee Types
- Absence Reasons
- Employee Data
- Substitute Data
- Organization/Campus User Data

Systems Integration

Integrations exist within Frontline Education solutions and/or with our Featured Partners that are configured and setup as either a flat file transfer or an export/import into an applicable vendor system. Specific examples of configurable integration types include --

- Standard web services integration with Frontline Education Solutions' Recruiting and Hiring and Professional Growth.
- sFTP integration to Professional Growth
- One established interface with a Substitute Pay & Employee Leave external integration
 - An established interface is defined as an integration that is currently established with a vendor and/or requires no development resources.
 - https://www.frontlineeducation.com/Partners/Find_a_Partner

Reporting

- 25+ standard reports
- Client may create additional ad-hoc reports with "Report Writer" utility once trained

Additional Optional Services

The following items are outside the standard scope of services and can be accommodated through a change request and additional services and fees.

- Onsite training
- End User training
- Configuration, Custom Reporting, or Integration services beyond those identified above
- Services beyond the implementation timeframe and project close out



Schedule

On average, a typical Absence and Substitute Management implementation project runs 6-8 weeks. Below is an example of a project schedule for implementation for the Absence & Time bundle. (This is not the actual schedule pertaining to this statement of work.)

Task	Start	End	Dur	2019					
				Jan	Feb	Mar	Apr	May	Jun
Sample Solution Rollout	1/2/19	6/7/19	113	[Gantt bar spanning Jan to Jun]					
Project Kickoff	1/2/19	1/8/19	5	[Gantt bar in Jan]					
Insights Platform Migration (clients with existing Frontline solutions)	1/14/19	1/25/19	10	[Gantt bar in Jan]					
Absence & Time: Absence Management	1/14/19	3/1/19	35	[Gantt bar spanning Jan to Feb]					
Absence & Time: Time & Attendance	3/18/19	6/7/19	60			[Gantt bar spanning Mar to Jun]			

Every client is unique and timelines can vary depending on client size, resource availability, and complexity of project. Your Frontline Education Project Manager will work with your team to plan an implementation based on your specifics.

Client Project Team: Roles & Responsibilities

Executive Sponsor

- Executive Sponsor: e.g. Superintendent, Assistant Superintendent of HR, HR Director, etc.
- The “lead” contact: responsible for all major project decisions. Initially, involvement level is medium-to-high until all district players and responsibilities established. Executive Sponsor involvement decreases once responsibilities have been delegated.

System Administrators

- System Administrator: e.g. HR Director, Substitute Coordinator, Payroll Clerk, etc.
- When implementing our absence management tool, we encourage districts to have at least two absence management system administrators.
- The “main” contact(s): responsible for day-to-day operations, upkeep of system, and user management. This includes (but is not limited to):
 - Create/edit/delete: Employee Types, Schools, Absence Reasons, user accounts and permissions, approval workflows, etc.
 - Configure system preferences
 - Provide system support to end users

IT Department

- Will work with Frontline Education Support teams to:
 - Ensure Frontline Education domains/IP addresses have been incorporated into any district firewalls and/or spam filters This person is responsible for updating white-list from Frontline
 - Provide technical support in instances where local network/technology configurations impact usage of our solutions
 - Potentially support in-solution integrations
 - Assist by making sure all necessary equipment is available for System Administrators to successfully utilize Frontline’s web-based tools



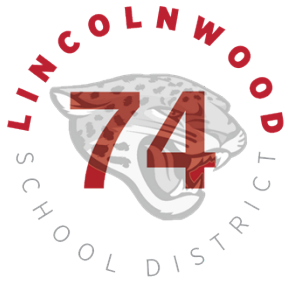
Assumptions

- Frontline Education and Client will provide consistent, named resources to fill project roles throughout project timeline.
- Frontline Education and Client will use a collaborative approach to ensure implementation success.
- Client will provide subject matter experts familiar with organizational policies and procedures throughout the project.
- Frontline Education assumes that all data to be imported will be validated as necessary by Client prior to import.
- Client project team will complete online courses, attend instructor-led training, participate in project status calls, and complete project tasks as planned.

Implementation Policies

- Change Management Process: Should the Client identify additional services as part of this project, Frontline Education will issue a change order identifying impact to project scope, cost, and timeline for Client review and approval.
- A request to delay the Planned Go Live 30 days or more from the original date can result in rework and require additional charges and a change order.
- Services requested after the Project Close Out will require additional charges and a new services proposal.
- Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120-day implementation period.





Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: Transportation Contract 2022-23 with First Student, Inc.

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

The Board approves all contracts over \$10,000. The District Legal Counsel has reviewed this amendment and found it to be acceptable.

Fiscal Impact:

7.0% increase on the 2021-22 rates

Lincolnwood School District #74		
	2021-22	2022-23
AM Rate per Route - Single	\$ 126.61	\$ 135.47
AM Rate per Route - Dual	\$ 63.29	\$ 67.72
AM Rate per Route - Dual Paired with District 219 credit back to District	\$ 109.08	\$ 116.71
PM Rate per Route - Single	\$ 126.61	\$ 135.47
PM Rate per Route - Dual	\$ 63.29	\$ 67.72
PM Rate per Route - Dual Paired with District 219 credit back to District	\$ 109.08	\$ 116.71
Mid-Day Rate per Route (Pre-Kingergarten)	\$ 89.31	\$ 95.56
Before School Activity Rate per route	\$ 100.77	\$ 107.82
After School Activity Rate per Route	\$ 100.77	\$ 107.82
Extracurricular Charter Rate per hour	\$ 59.54	\$ 63.71
*The above prices are inclusive of the District 219 equipment surcharge		
District 219 equipment surcharge AM or PM route	\$ 41.10	\$ 43.98
District 219 equipment surcharge Midday or Activity route	\$ 10.28	\$ 10.99

Recommendation:

The Finance Committee concurs with the Administration to recommend to the Board of Education to accept this Amendment from First Student, Inc. for transportation services with a 7.0% rate increase on current rates effective August 1, 2022 through July 31, 2023.

**AMENDMENT AND EXTENSION TO THE PUPIL
TRANSPORTATION SERVICES AGREEMENT BETWEEN
LINCOLNWOOD SCHOOL DISTRICT 74 AND FIRST STUDENT, INC.**

THIS AMENDMENT ("Amendment") Is made by and effective as of the 6th day of April 2022 by and between LINCOLNWOOD SCHOOL DISTRICT 74, with principal offices at 6950 N. East Prairie Road Lincolnwood, IL 60712, hereinafter called "DISTRICT" and FIRST STUDENT, INC., with Its national headquarters at 600 Vine St., Cincinnati, OH 45202 and principal business offices for purposes of this Agreement located at 1717 Park Street, Suite 225, Naperville, IL 60563 hereinafter called "CONTRACTOR" and collectively called "Parties."

WHEREAS, the CONTRACTOR was the successful bidder on March 16, 2015 and operated the student transportation services for the DISTRICT for the school years of 2015-16 through 2017-18 per the specifications provided in the bid process and all contingencies placed upon the bid specifications by the CONTRACTOR in its proposal and executive summary (the "Agreement").

WHEREAS, the Parties previously amended certain provisions of the Agreement and extended its term effective August 1, 2018.

WHEREAS, the Parties previously amended certain provisions of the Agreement and extended its term effective August 1, 2020.

WHEREAS, the Parties desire to amend certain provisions of the Agreement again and extend its term effective August 1, 2021.

WHEREAS, the Parties desire to amend certain provisions of the Agreement again and extend its term effective August 1, 2022.

NOW, THEREFORE, the Parties mutually agree as follows:

All terms used herein, unless otherwise defined in this Amendment, shall have the same meaning as set forth in the Agreement. Following the effective date of this Amendment, future references to the Agreement in any communication or document between the DISTRICT and CONTRACTOR shall mean the Agreement incorporating the changes and/or additions in this Amendment.

1. TERM: The term of the Agreement shall extend for one additional year commencing August 1, 2022 and continuing through July 31, 2023; thereafter this Agreement may be extended on a year-to-year basis by mutual agreement of the Parties, subject to the operation of 105 ILCS 5/29-6.1, as amended from time to time.

2. COMPENSATION: Commencing August 1, 2022, the rates of compensation will increase by 7.00% for the 2022-23 school year. Rates are listed in attached Exhibit A and are based on the current number of routes.

3. ENTIRE AGREEMENT: The terms of this Amendment, the original Agreement, and all other amendments set forth the entire Agreement between District and Contractor concerning the subject matter hereof. To the extent that the terms of this Amendment supplement, amend or replace terms from the original Agreement, the terms of this Amendment shall control.

4. NOTICE TO PARTIES: All notices to be given by the parties to this Agreement shall be in writing and serviced by depositing same in the United States Mail, certified mail. Notices to DISTRICT shall be addressed to:

Courtney Whited
Business Manager/CSBO
Lincolnwood School District 74
6950 N. East Prairie Rd.
Lincolnwood, IL 60712

Notices to CONTRACTOR shall be addressed to:

Ms. Leslie Norgren
Region Vice President
First Student, Inc. 1717 Park Street, Suite 225
Naperville, IL 60563

With a copy to:

General Counsel
First Student, Inc.
600 Vine St.
Cincinnati, OH 45202

IN WITNESS WHEREOF, this Amendment has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**LINCOLNWOOD SCHOOL
DISTRICT 74**

FIRST STUDENT

By: _____

By: _____

Title: _____

Title: _____

Attest:

Attest:

By: _____

By: _____

Exhibit A

Lincolnwood School District #74		
	2021-22	2022-23
AM Rate per Route - Single	\$ 126.61	\$ 135.47
AM Rate per Route - Dual	\$ 63.29	\$ 67.72
AM Rate per Route - Dual Paired with District 219 credit back to District	\$ 109.08	\$ 116.71
PM Rate per Route - Single	\$ 126.61	\$ 135.47
PM Rate per Route - Dual	\$ 63.29	\$ 67.72
PM Rate per Route - Dual Paired with District 219 credit back to District	\$ 109.08	\$ 116.71
Mid-Day Rate per Route (Pre-Kingergarten)	\$ 89.31	\$ 95.56
Before School Activity Rate per route	\$ 100.77	\$ 107.82
After School Activity Rate per Route	\$ 100.77	\$ 107.82
Extracurricular Charter Rate per hour	\$ 59.54	\$ 63.71
*The above prices are inclusive of the District 219 equipment surcharge		
District 219 equipment surcharge AM or PM route	\$ 41.10	\$ 43.98
District 219 equipment surcharge Midday or Activity route	\$ 10.28	\$ 10.99

TRANSPORTATION CONTRACT

AGREEMENT made the 29th day of April, 2015, between
Lincolnwood SCHOOL DISTRICT FIRST STUDENT, INC.
(hereinafter referred to as the "District") and ~~CONTRACTOR, INC.~~ (hereinafter referred to
as the "Contractor").

Term of Contract.

The Contractor, for and in consideration of the payments to be made as hereinafter set forth in the Cost Schedule attached hereto as Appendix A, hereby agrees to transport students that the District must transport by law and students that have independently agreed to pay for transportation to and from the schools of the Districts and all special routes as defined herein as well as all students requiring transportation for extracurricular activities including activity trips, field trips, and transportation for such events as are required by the Board or its authorized agent from August 1, 2015, through July 31, 2018. The term of this contract may be extended at the option of the District for two (2) additional one (1) year periods. Notice of the extension of the contract shall be provided to the Contractor in writing not later than March 31st of the year of termination.

Local Office and On-Duty Dispatcher/Manager.

The Contractor shall maintain a local bus office parking lot and bus garage within Niles Township or within a ten-mile radius of the intersection of Skokie Boulevard and Oakton Street in Skokie, Illinois. The local office shall be staffed with a manager and at least one dispatcher from 6:00 a.m. to 6:00 p.m. on school days. When buses are in use outside of this time period, a dispatcher or manager will be available by cell phone and pager within five (5) minutes to respond to concerns of the School District.

Indicate the location where the buses will be housed and maintained. The facility must house all functions, including storage of buses, maintenance and dispatch operations of the contractor.

Contract Documents.

The "Contract Documents" shall consist of this Agreement, the Bid Specifications (including but not limited to the Instructions to Bidders, References, all requisite certifications, bid and performance bonds, insurance, and bid form), the Cost Schedule attached as Appendix A. Appendix C and D to this document are merely to assist in the bidding process, and shall not be deemed binding contractual requirements. The Bid Specifications and the Cost Schedule are hereby incorporated into this Agreement as though they were fully set forth herein and shall have the same force and effect as any other provision in this Agreement. In the event of a conflict between the Bid Specifications and this Agreement, the Bid Specifications shall prevail. Upon award of this Contract, the Bid Specifications will be attached hereto as Appendix B, and the Cost Schedule is attached hereto as Appendix A. In attaching, it is the intent of the parties that both appendices are hereby made a part of this Agreement.

Hold Harmless Agreement

The Contractor agrees to indemnify, hold harmless, and defend the Boards of Education of Districts, its officials, employees and agents from and against all suits, actions, legal proceedings, claims, demands, damages, losses, and expenses, including attorneys' fees, in any manner caused by, arising from, incident to, connected with or growing out of the operation of school buses and other vehicles used to transport students under this Contract, in accordance with the liability insurance policies procured by Contractor under this Agreement. Said policies are subject to review and approval by the District.

Document Supremacy

In the event any term or provision of one Contract Document conflicts with a term or provision of another, the term or provision of the Contract shall prevail over all other documents. The terms and provisions of the bid specifications shall prevail over the bid sheet.

Compensation

Contractor shall provide all services as awarded by District and shall be compensated according to the terms of the bid specifications and the Attachments in the amounts listed in the bid sheet submitted by Contractor.

Complete Understanding

This Agreement sets forth all of the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist between the parties.

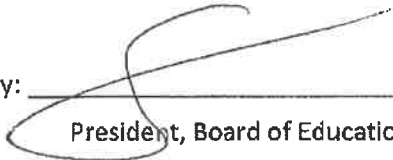
Amendments

No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the parties hereto unless reduced to writing and duly authorized and signed by each of them.

WHEREAS, the Parties have duly executed and entered into this Contract as of the day and year set forth above.

BOARD OF EDUCATION


FIRST STUDENT, INC.
CONTRACTOR, INC.

By: 


President, Board of Education

By: 

Authorized Representative

Attest: 

Secretary, Board of Education

Attest: 

Appendix A

Lincolnwood School District #74	2015-16	2016-17	2017-18
AM Rate per Route - Single	\$106.31	\$108.44	\$110.61
AM Rate per Route - Dual	\$53.16	\$54.22	\$55.30
AM Rate per Route - Dual Paired with District 219 \$40 credit back to District 219	\$93.16	\$94.22	\$95.30
PM Rate per Route - Single	\$106.31	\$108.44	\$110.61
PM Rate per Route - Dual	\$53.16	\$54.22	\$55.30
PM Rate per Route - Dual Paired with District 219 \$40 credit back to District 219	\$93.16	\$94.22	\$95.30
Mid-day Rate per Route (Pre-Kindergarten)	\$75.00	\$76.50	\$78.03
Before School Activity Rate per route	\$75.00	\$76.50	\$78.03
After School Activity Rate per Route	\$75.00	\$76.50	\$78.03
Extracurricular Charter Rate per hour	\$50.00	\$51.00	\$52.02

**FIRST AMENDMENT AND EXTENSION TO THE PUPIL
TRANSPORTATION SERVICES AGREEMENT BETWEEN LINCOLNWOOD SCHOOL
DISTRICT 74 AND FIRST STUDENT, INC.**

March THIS AMENDMENT ("Amendment") is made by and effective as of the 1st day of March, 2018 by and between LINCOLNWOOD SCHOOL DISTRICT 74, with principal offices at 6950 East Prairie Road Lincolnwood, IL 60712, hereinafter called "DISTRICT" and FIRST STUDENT, INC., with its national headquarters at 600 Vine St., Cincinnati, OH 45202 and principal business offices for purposes of this Agreement located at 1717 Park Street, Suite 225, Naperville, IL 60563 hereinafter called "CONTRACTOR" and collectively called "Parties."

WHEREAS, the CONTRACTOR was the successful bidder on March 16, 2015 and operated the student transportation services for the DISTRICT for the school years of 2015-16 through 2017-18 per the specifications provided in the bid process and all contingencies placed upon the bid specifications by the CONTRACTOR in its proposal and executive summary (the "Agreement").

WHEREAS, the Parties desire to amend certain provisions of the Agreement again and extend its term effective August 1, 2018

NOW, THEREFORE, the Parties mutually agree as follows:

All terms used herein, unless otherwise defined in this Amendment, shall have the same meaning as set forth in the Agreement. Following the effective date of this Amendment, future references to the Agreement in any communication or document between the DISTRICT and CONTRACTOR shall mean the Agreement incorporating the changes and/or additions in this Amendment.

1. **TERM:** The term of the Agreement shall extend for two additional years commencing August 1, 2018 and continuing through July 31, 2020; thereafter this Agreement may be extended on a year-to-year basis by mutual agreement of the Parties, subject to the operation of 105 Ill. Comp. Stat. 5/29-6.1, as amended from time to time.
2. **COMPENSATION:** Commencing August 1, 2018, the rates of compensation will increase by 3.25% for the 2018-19 school year over the 2017-18 school year and 2.75% for the 2019-20 school year over those rates for the 2018-19. Rates are listed in attached Exhibit A and are based on the current number of routes.
3. **ENTIRE AGREEMENT:** The terms of this Amendment and the original Agreement set forth the entire Agreement between DISTRICT and CONTRACTOR concerning the subject matter hereof. To the extent that the terms of this Amendment supplement, amend or replace terms from the original Agreement, the terms of this Amendment shall control

5. **NOTICE TO PARTIES**

All notices to be given by the parties to this Agreement shall be in writing and serviced by depositing same in the United States Mail, certified mail.

Notices to DISTRICT shall be addressed to:

Bob Ciserella, Business Manager/CSBO
Lincolnwood School District 74
6950 East Prairie Road
Lincolnwood, IL 60712

Notices to CONTRACTOR shall be addressed to:

Area General Manager
First Student, Inc.
1717 Park Street,
Suite 225
Naperville, IL 60563

With a copy to:

General Counsel
First Student, Inc.
600 Vine St.,
Cincinnati, OH 45202

IN WITNESS WHEREOF, this Amendment has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**LINCOLNWOOD SCHOOL
DISTRICT 74**

By: _____

Title: Board President

ATTEST:

By: _____

FIRST STUDENT, INC.

By: _____

Title: Sr. Vice President

ATTEST:

By: _____

EXHIBIT A

Lincolnwood School District #74	Current		
	2017-18	2018-19	2019-20
AM Rate per Route - Single	\$110.61	\$114.20	\$117.35
AM Rate per Route - Dual	\$55.30	\$57.10	\$58.67
AM Rate per Route - Dual Paired with District 219 credit back to District	\$95.30	\$98.40	\$101.10
PM Rate per Route - Single	\$110.61	\$114.20	\$117.35
PM Rate per Route - Dual	\$55.30	\$57.10	\$58.67
PM Rate per Route - Dual Paired with District 219 credit back to District	\$95.30	\$98.40	\$101.10
Mid-day Rate per Route (Pre-Kindergarten)	\$78.03	\$80.57	\$82.78
Before School Activity Rate per route	\$88.03	\$90.89	\$93.39
After School Activity Rate per Route	\$88.08	\$90.94	\$93.44
Extracurricular Charter Rate per hour	\$52.02	\$53.71	\$55.19
*The above prices are inclusive of the District 219 equipment surcharge			
District 219 equipment surcharge AM or PM route	\$40.00	\$41.30	\$42.44
District 219 equipment surcharge Midday or Activity route	\$10.00	\$10.33	\$10.61

**SECOND AMENDMENT AND EXTENSION TO THE PUPIL
TRANSPORTATION SERVICES AGREEMENT BETWEEN LINCOLNWOOD
SCHOOL DISTRICT 74 AND FIRST STUDENT, INC.**

THIS AMENDMENT ("Amendment") is made by and effective as of the 7th day of May, 2020 by and between LINCOLNWOOD SCHOOL DISTRICT 74, with principal offices at 6950 N. East Prairie Road Lincolnwood, IL 60712, hereinafter called "DISTRICT" and FIRST STUDENT, INC., with its national headquarters at 600 Vine St., Cincinnati, OH 45202 and principal business offices for purposes of this Agreement located at 1717 Park Street, Suite 225, Naperville, IL 60563 hereinafter called "CONTRACTOR" and collectively called "Parties."

WHEREAS, the CONTRACTOR was the successful bidder on March 16, 2015 and operated the student transportation services for the DISTRICT for the school years of 2015-16 through 2017-18 per the specifications provided in the bid process and all contingencies placed upon the bid specifications by the CONTRACTOR in its proposal and executive summary (the "Agreement").

WHEREAS, the Parties previously amended certain provisions of the Agreement and extended its term effective August 1, 2018.

WHEREAS, the Parties desire to amend certain provisions of the Agreement again and extend its term effective August 1, 2020.

NOW, THEREFORE, the Parties mutually agree as follows:

All terms used herein, unless otherwise defined in this Amendment, shall have the same meaning as set forth in the Agreement. Following the effective date of this Amendment, future references to the Agreement in any communication or document between the DISTRICT and CONTRACTOR shall mean the Agreement incorporating the changes and/or additions in this Amendment.

1. **TERM:** The term of the Agreement shall extend for one additional year commencing August 1, 2020 and continuing through July 31, 2021; thereafter this Agreement may be extended on a year-to-year basis by mutual agreement of the Parties, subject to the operation of 105 Ill. Comp. Stat. 5/29-6.1, as amended from time to time.
2. **COMPENSATION:** Commencing August 1, 2020, the rates of compensation will increase by 5.0% for the 2020-21 school year. Rates are listed in attached Exhibit A and are based on the current number of routes.
3. **ENTIRE AGREEMENT:** The terms of this Amendment and the original Agreement set forth the entire Agreement between DISTRICT and CONTRACTOR concerning the subject matter hereof. To the extent that the terms of this Amendment supplement, amend or replace terms from the original Agreement, the terms of this Amendment shall control

4. **NOTICE TO PARTIES**

All notices to be given by the parties to this Agreement shall be in writing and serviced by depositing same in the United States Mail, certified mail.

Notices to DISTRICT shall be addressed to:

Courtney Whited,
Business Manager/CSBO
Lincolnwood School District 74
6950 N. East Prairie Rd.
Lincolnwood, IL 60712

Notices to CONTRACTOR shall be addressed to:

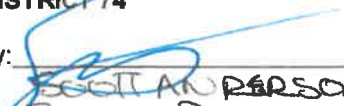
District Manager
First Student, Inc.
1717 Park Street
Suite 225
Naperville, IL 60563

With a copy to:

General Counsel
First Student, Inc.
600 Vine St.
Cincinnati, OH 45202

IN WITNESS WHEREOF, this Amendment has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**LINCOLNWOOD SCHOOL
DISTRICT 74**

By: 
Title: Board President

ATTEST: 
By: _____

FIRST STUDENT, INC.

By: 
Title: Senior Vice President

ATTEST:
By: _____

JOHN

EXHIBIT A

Lincolnwood School District #74	Current	
	2019-20	2020-21
AM Rate per Route - Single	\$117.35	\$123.22
AM Rate per Route - Dual	\$58.67	\$61.60
AM Rate per Route - Dual Paired with District 219 credit back to District	\$101.10	\$106.16
PM Rate per Route - Single	\$117.35	\$123.22
PM Rate per Route - Dual	\$58.67	\$61.60
PM Rate per Route - Dual Paired with District 219 credit back to District,	\$101.10	\$106.16
Mid-day Rate per Route (Pre-Kindergarten)	\$82.78	\$86.92
Before School Activity Rate per route	\$93.39	\$98.07
After School Activity Rate per Route	\$93.39	\$98.07
Extracurricular Charter Rate per hour	\$55.19	\$57.95
*The above prices are inclusive of the District 219 equipment surcharge		
District 219 equipment surcharge AM or PM route	\$40.44	\$40.00
District 219 equipment surcharge Midday or Activity route	\$10.61	\$10.00

AMENDMENT TO CONTRACT FOR TRANSPORTATION SERVICES

THIS AMENDMENT is made as of the effective date set forth below (the "Effective Date") by and between the Board of Education of LINCOLNWOOD SCHOOL DISTRICT 74 (the "District"), and First Student Inc. (the "Contractor"), together the ("Parties").

WHEREAS, THE District and the Contractor are parties to a contract for transportation services dated March 13th, 2020, expiring June 30th, 2020 (the "Contract"); and

WHEREAS, on March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 2020-05 COVID-19 ("EO 2020-05") closing public schools to student attendance through March 30, 2020; and

WHEREAS, on March 20, 2020, Illinois Governor J.B. Pritzker issued Executive Order 2020-10 ("EO 2020-10"), mandating that all public and private schools remain closed through April 7, 2020; and

WHEREAS, on April 1, 2020, Illinois Governor J.B. Pritzker issues an Executive Order 2020-18 ("EO 2020-18"), mandating that all public and private schools remain closed through April 30, 2020; and

WHEREAS, the Contractor has requested that the District continue making payments to the Contractor in order to avoid the layoff and unemployment of the Contractor's bus drivers and related personnel; and

WHEREAS, the District is willing to make certain payments to the Contractor during this time when student transportation is not required in exchange for the Contractor's commitment to have bus drivers and related personnel ready to resume regular transportation operations on the day the Governor's school closing order is lifted or expires.

NOW, THEREFORE, the District and the Contractor agree to amend their Contract as follows:

SECTION 1. The District agrees to pay contractor from March 16, 2020, until April 30, 2020, an amount equal to Seventy-Nine Percent (79%) of the District's normal monthly charges under the Contract. The payment will be made following Board approval of an invoice from the Contractor, which shall not include any payments for the District's Spring Break, nor any amount for profit. Invoice amount shall be 76,565.31 per month, during the COVID-19 Shutdown. In consideration of the payment referenced in this Section 1, Contractor agrees that it shall not lay off or reduce the regular daily wages or benefits of any employee assigned to the District as of March 13, 2020. Contractor shall provide evidence that it has made the payments referenced above to the employees identified above before payment shall be due from the District to include employee list provided by ADP and Kronos. This amendment may be extended to accommodate addition school closings beyond the date established in this Amendment if mutually agreed. Contractor will clean and sanitize all buses prior to school start-up. Contractor will also provide a current list of employees and provided a credit for employees that seek other employment. Currently we have 84 drivers on our payroll. We will credit 80.00 per driver, per day for losing drivers. Documentation will be provided showing current driver list.

SECTION 2. If the Contractor or District receives revenue to include but not limited to state or federal tax credits, government grants, subsidies or any other form of compensation both Contractor and District agree to meet and negotiate in good faith an allocation between the District and the Contractor of amount of tax credit, government grant, subsidies, received by the District or contractor and settle on solutions mutually acceptable to the Parties.

SECTION 3. The district is making the payments described in Section 1 to the Contractor in reliance upon the representation of the Illinois Board of Education that such payments shall be reimbursable as part of the District's projected regular student transportation reimbursement claim(s). If the District does not receive reimbursement from the State for the amounts paid to Contractor per Section 1, above, or if such reimbursement is significantly less than their projected full reimbursement, the District shall notify Contractor, within thirty (30) days of notification of such denial or reduction, and shall agree to meet and negotiate in good faith an allocation between the District and the Contractor of amount of reimbursement not received by the District and settle on solutions mutually acceptable to the Parties.

SECTION 4. All other terms and conditions of the Contract shall remain in full force and effect. If there is any conflict between the terms of the Contract and this Amendment, the terms of this Amendment shall control. This Amendment shall be governed by Illinois law in all respects and exclusive venue for any litigations arising from or related to this Amendment shall be in the circuit court.

SECTION 5. This Amendment shall be effective upon approval by the District's Board of Education. The person signing on behalf of the Contractor represents that he/she is fully authorized to legally bind the Contractor to the obligations described above.

DISTRICT
BOARD OF EDUCATION OF
LINCOLNWOOD ELEMENTARY
SCHOOL DISTRICT 74

By:  _____
President
Date: 5-8-2020

CONTRACTOR
FIRST STUDENT, INC.

By: Leslie Norgren
Title: Regional Vice President
Date: April 16, 2020

AMENDMENT TO CONTRACT FOR TRANSPORTATION SERVICES

THIS AMENDMENT is made as of the effective date set forth below (the "Effective Date") by and between the Board of Education of LINCOLNWOOD DISTRICT 74 (the "District"), and First Student Inc. (the "Contractor"), together the ("Parties").

WHEREAS, THE District and the Contractor are parties to a contract for transportation services dated March 13th, 2020, expiring June 30th 2020 (the "Contract"); and

WHEREAS, on March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 2020-05 COVID-19 ("EO 2020-05") closing public schools to student attendance through March 30, 2020; and

WHEREAS, on March 20, 2020, Illinois Governor J.B. Pritzker issued Executive Order 2020-10 ("EO 2020-10"), mandating that all public and private schools remain closed through April 7, 2020; and

WHEREAS, on April 1, 2020, Illinois Governor J.B. Pritzker issues an Executive Order 2020-18 ("EO 2020-18"), mandating that all public and private schools remain closed through April 30, 2020; and

WHEREAS, the Contractor has requested that the District continue making payments to the Contractor in order to avoid the layoff and unemployment of the Contractor's bus drivers and related personnel; and

WHEREAS, the District is willing to make certain payments to the Contractor during this time when student transportation is not required in exchange for the Contractor's commitment to have bus drivers and related personnel ready to resume regular transportation operations on the day the Governor's school closing order is lifted or expires.

NOW, THEREFORE, the District and the Contractor agree to amend their Contract as follows:

SECTION 1. The District agrees to pay contractor from March 16, 2020, until June 9th, 2020, an amount equal to Seventy-Nine Percent (79%) of the District's normal monthly charges under the Contract. The payment will be made following Board approval of an invoice from the Contractor, which shall not include any payments for the District's Spring Break, nor any amount for profit. Invoice amount shall be 70,636.64 for the month of May 2020 and 16,881.73 for the month of June 2020, during the COVID-19 Shutdown. In consideration of the payment referenced in this Section 1, Contractor agrees that it shall not lay off or reduce the regular daily wages or benefits of any employee assigned to the District as of March 13, 2020. Contractor shall provide evidence that it has made the payments referenced above to the employees identified above before payment shall be due from the District to include employee list provided by ADP and Kronos. This amendment may be extended to accommodate addition school closings beyond the date established in this Amendment if mutually agreed. Contractor will clean and sanitize all buses prior to school start-up. Contractor will also provide a current list of employees and provided a credit for employees that seek other employment. Currently we have 84 drivers on our payroll. We will credit 80.00 per driver, per day for losing drivers. Documentation will be provided showing current driver list.

SECTION 2. If the Contractor or District receives revenue to include but not limited to state or federal tax credits, government grants, subsidies or any other form of compensation both Contractor and District agree to meet and negotiate in good faith an allocation between the District and the Contractor of amount of tax credit, government grant, subsidies, received by the District or contractor and settle on solutions mutually acceptable to the Parties.

SECTION 3. The district is making the payments described in Section 1 to the Contractor in reliance upon the representation of the Illinois Board of Education that such payments shall be reimbursable as part of the District's projected regular student transportation reimbursement claim(s). If the District does not receive reimbursement from the State for the amounts paid to Contractor per Section 1, above, or if such reimbursement is significantly less than their projected full reimbursement, the District shall notify Contractor, within thirty (30) days of notification of such denial or reduction, and shall agree to meet and negotiate in good faith an allocation between the District and the Contractor of amount of reimbursement not received by the District and settle on solutions mutually acceptable to the Parties.

SECTION 4. All other terms and conditions of the Contract shall remain in full force and effect. If there is any conflict between the terms of the Contract and this Amendment, the terms of this Amendment shall control. This Amendment shall be governed by Illinois law in all respects and exclusive venue for any litigations arising from or related to this Amendment shall be in the circuit court.

SECTION 5. This Amendment shall be effective upon approval by the District's Board of Education. The person signing on behalf of the Contractor represents that he/she is fully authorized to legally bind the Contractor to the obligations described above.

DISTRICT
BOARD OF EDUCATION OF
LINCOLNWOOD
SCHOOL DISTRICT 74

By: 
President, Board

Date: 6/25/20

CONTRACTOR
FIRST STUDENT, INC.

By: Leslie Norgren
Title: Regional Vice President

Date: May 26, 2020



Finance Committee Meeting

DATE: April 21, 2022

TOPIC: District Finance Update

PREPARED BY: Courtney Whited

Recommended for:

Action

Discussion

Information

Purpose/Background:

To provide the Finance Committee an update on ongoing Districtwide project(s)

1. Cook County Clerk, Karen Yarbrough, sent a letter to Taxing District Officials on March 29, 2022 explaining that on March 23, 2022, the Cook County Treasurer's office submitted updated aggregate refund data. The original SD74 amount for Tax Year 2021 was \$427,386.51 but the update now states it as \$301,310. These funds will be considered revenue in SD74's FY23 budget. The letter and an updated screen capture of the Niles Township School Districts' amounts appear in the two attachments.
2. Administration is continuing to follow up on the Finance Committee's request to explore the possibility of restricted searches within the Thompson-Reuters Clear platform, as well as seeking out alternate programs that will provide a narrow scope of information relative to residency inquiries.
3. Legal Counsel is drafting a Resolution for the planned transfer of \$65,000 in interest revenue from Fund 10/Educational to Fund 80/Tort. It will appear on May's Finance Committee agenda and, if approved, will go to the Board of Education meeting on June 1.



COOK COUNTY CLERK KAREN A. YARBROUGH

118 North Clark Street, Room 230, Chicago, Illinois 60602-1304

March 29, 2022

Dear Taxing District Officials,

On November 22, 2021 the Cook County Clerk's office notified you that Pursuant to Public Act 102-0519, a Prior Year Levy Adjustment amount will be included in the 2021 property tax rate calculation formula for each eligible taxing district. At that time a spreadsheet identifying the Levy Adjustment amount for each eligible taxing district was uploaded to the Cook County Clerk's website.

This spreadsheet was based on aggregate refund data submitted to the Cook County Clerk on November 15, 2021 by the Cook County Treasurer's office. **On March 23, 2022, the Cook County Treasurer's office submitted updated aggregate refund data.**

A spreadsheet of eligible taxing districts and Levy Adjustment amounts based on the updated aggregate refund data, is enclosed. This spreadsheet has also been uploaded to the Cook County Clerk's website.

Cook County Clerk's website:

<https://www.cookcountyclerkil.gov/service/tax-extension-and-rates>

Direct link to updated spreadsheet:

<https://www.cookcountyclerkil.gov/sites/default/files/2022-02/Levy Adjustment 2021 for PA 102-0519.xlsx>

These updated amounts are not subject to PTELL limitation, will not affect your Limiting Rate, and will not be included in the PTELL Extension Base for future tax years. These updated amounts will be included in the Total Non-Capped Rate and Extension and in the Total Final Rate and Grand Total Extension of each eligible taxing district.

These updated amounts will not be displayed as a separate line item on the 2021 property tax bills mailed to your taxpayers. Property tax revenue collected from these amounts will be included in the overall property tax distributions each eligible taxing district receives for tax year 2021.

Cedric Giles
Chief Deputy Clerk

James Gleffe
Deputy Chief of Staff
- Labor Counsel

Scott Kozlov
Chief Ethics Officer
- Legal Counsel

Travis Richardson
Chief Legal Counsel

John Mirkovic
Deputy Clerk - Policy

Edmund Michalowski
Deputy Clerk - Elections

Byron Steele
Deputy Clerk -
Vital Records

William Drobitsch
Deputy Clerk -
Recording Operations

Carolyn Wilhight
Deputy Clerk -
Real Estate & Tax Services

Carmen Triche-Colvin
Deputy Clerk of the Board

Kevin McDermott
Chief Technology Officer

Linda Gillie-Batchelor
Deputy Clerk - Finance

Sally Daly
Deputy Clerk -
Communications

Timothy Curry
Deputy Clerk - Security

Khang Trinh
Legal Counsel -
Recording Operations

Any taxing district which wishes to abate, reduce, or remove this Levy Adjustment fund from their 2021 tax rate calculation may adopt a levy abatement resolution.

If your district has already submitted an abatement resolution pertaining to the Levy Adjustment, our office will be reaching out to you.

Due to this change, we have extended our filing deadline for abatement resolutions to May 1, 2022. Abatement resolutions may be mailed, hand-delivered or emailed to:

Tax Extension Department
Honorable Karen A. Yarbrough-Cook County Clerk
118 N. Clark Street, Room 434
Chicago, IL 60602
Tax.Extension@cookcountyil.gov

Questions regarding how property tax revenue generated by this Levy Adjustment may be utilized by your taxing district should be directed to your district's legal counsel.

Sincerely,

A handwritten signature in black ink, appearing to read "Karen A. Yarbrough". The signature is fluid and cursive, with the first name "Karen" being the most prominent part.

Hon. Karen A. Yarbrough
Cook County Clerk

Enclosure.

Agency	Agency Name	Adjustment Eligibility	2020 Rate	2020 Total Tax	Total SPO/PTAB Refunds Original (Nov 22, 2021)	Total Certificate of Error Refunds Original (Nov 22, 2021)	Aggregate Refunds Original (Nov 22, 2021)	2021 Prior Year Levy Adjustment Original (Nov 22, 2021)	Total SPO/PTAB Refunds UPDATED (Mar 23, 2022)	Total Certificate of Error Refunds UPDATED (Mar 23, 2022)	Aggregate Refunds UPDATED (Mar 23, 2022)	2021 Prior Year Levy Adjustment UPDATED (Mar 23, 2022)
040280000	SCHOOL DISTRICT 67	Eligible	2.746	10,434,252.12	-53,173.44	-65,467.26	-118,640.70	118,641	-53,173.44	0.00	-53,173.44	53,173
040290000	SCHOOL DISTRICT 68	Eligible	2.743	29,824,165.81	-354,381.58	-134,003.34	-488,384.92	488,385	-354,381.58	-17,441.13	-371,822.71	371,823
040300000	SCHOOL DISTRICT 69	Eligible	5.492	26,908,541.36	-338,148.15	-244,931.84	-583,079.99	583,080	-338,148.15	0.00	-338,148.15	338,148
040310000	SCHOOL DISTRICT 70	Eligible	3.410	12,887,743.94	-53,859.77	-107,276.09	-161,135.86	161,136	-53,859.77	0.00	-53,859.77	53,860
040320000	SCHOOL DISTRICT 71	Eligible	1.794	9,953,015.09	-222,422.07	-40,918.81	-263,340.88	263,341	-222,422.07	-952.35	-223,374.42	223,374
040330000	SCHOOL DISTRICT 72	Eligible	2.023	11,228,448.34	-284,204.41	-38,319.89	-322,524.30	322,524	-284,204.41	-75.39	-284,279.80	284,280
040340000	SCHOOL DISTRICT 73	Eligible	4.260	10,726,656.53	-135,158.55	-61,456.89	-196,615.44	196,615	-135,158.55	0.00	-135,158.55	135,159
040350000	SCHOOL DISTRICT 73 1/2	Eligible	4.992	17,725,313.80	-126,991.75	-135,133.04	-262,124.79	262,125	-126,991.75	-3,308.06	-130,299.81	130,300
040360000	SCHOOL DISTRICT 74	Eligible	3.402	25,104,576.70	-301,310.11	-126,076.40	-427,386.51	427,387	-301,310.11	0.00	-301,310.11	301,310