# Board of Education Business Meeting

Tuesday, June 22, 2021 6:30 PM
D300 Central Office, 2550 Harnish Drive, Algonquin, IL 60102

1. **Call to Order**
    1. Roll Call
2. **Closed Session**
    1. Motion to go into closed session for the purpose of to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and litigation
    2. Motion to adjourn closed session
3. **Reconvene in Open Session**
    1. Roll Call
4. **Pledge of Allegiance**
5. **Approval of the Agenda**
6. **Public Hearing - Fund Transfer**
7. **Moment of Silence**
8. **Board Announcements**
9. **Superintendent Report**
    1. COVID-19 Updates for New School Year
    2. New School Timeline
10. **Legislative Update**
11. **Public Participation**
    **Members of the public, especially residents of District 300, are welcome to contribute during public participation.**
    **To do so, you must sign up at the lectern by 6:30 pm, prior to the start of the meeting; be 18 or older or have a parent/legal guardian present with you, give your full name and respectfully state your comments, and you are not permitted to mention the names of specific staff members or students. The Board will not respond in this forum but will thoughtfully consider your statements.**
12. **Consent Items <$25k**
    1. Approval of Board Meeting Minutes

2. Approval for Permission to Destroy Closed Session Recordings
3. Approval of Disposal Items
4. Approval of Bills Payable
5. Approval of Donation Report
6. Approval of Treasurer's Report
7. Approval of Off-Cycle Bills Payable Request
8. Approval of Vote for one NIA District Administrator and one NIA School Board Member
9. Approval of Open Enrollment Services Benefits - Extension
10. Approval of Consolidated District Plan
11. Approval of Revised Board Meeting Calendar 2021-2022
12. Approval of Human Resources Report
13. Approval of Freedom of Information Act Report

13. **Staff Recognition**

14. **Consent Items >$25k**

1. Approval of Behavioral Services - Renewal
2. Approval of Psychological Services Contract - Renewal
3. Approval of Musical Instruments Bid (Extension)
4. Approval of Alternative Transportation Service - Extension
5. Approval of Broadleaf Weed and Bees Control Bid - Extension
6. Approval of Administrator Handbook 2021-2022
7. Approval of Non-Union Group Handbook 2021-2022

15. **Roll Call Action Items**

1. Approval of Resolution to Designate Bank Depositories and Investment Manager for School Funds
2. Approval of Resolution Authorizing an Inter-fund Transfer from the Operations and Maintenance Fund to the Capital Projects Fund
3. Approval of Resolution Authorizing an Inter-fund Transfer from the Education Fund to the Operations and Maintenance Fund
4. Approval of Financial Review / Preliminary Education Plan
5. Approval of Resolution to Appoint Board Treasurer

6. Approval of Treasurer's Bond

7. Approval of Resolution Regarding Retention of Approved Status for Hazardous Routes

16. **Board Discussion**

1. Board Committee Reports

1. Board Finance Committee

2. Board Construction and Facilities Oversight Committee

2. Board Discussion

17. **Closed Session (continued)**

1. Motion to go into closed session for the purpose of to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and litigation

2. Motion to adjourn closed session

18. **Adjournment**

**NOTICE OF PUBLIC HEARING**
**CONCERNING THE INTENT OF THE BOARD OF EDUCATION**
**OF COMMUNITY UNIT SCHOOL DISTRICT 300,**
**KANE, COOK, DEKALB AND MCHENRY COUNTIES, ILLINOIS**
**TO EFFECT INTERFUND TRANSFER**

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Education of Community Unit School District 300, Kane, Cook, DeKalb and McHenry Counties (the "District") will hold a public hearing on the 22nd day of June, 2021, at 6:30 P.M. in the D300 Central Office Building, 2550 Harnish Drive, Algonquin, IL, 60102. The purpose of the hearing will be to receive public comments on the proposal to make a permanent transfer of funds from the Education Fund to the Operations & Maintenance Fund of the District pursuant to School Code (105 ILCS 5/17-2A).

By order of the Board of Education of Community Unit School District 300, Kane, Cook, DeKalb and McHenry Counties

DATED the 8th day of June, 2021

Leslie LaMarca
Secretary
Board of Education
Community Unit School District 300
Kane, Cook, DeKalb and McHenry Counties

Human Resources
2550 Harnish Drive
Algonquin, IL 60102
847.551.8490 phone
847.551.8493 fax
www.d300.org

Community Unit School District

ID #74405

TO: Susan Harkin
Superintendent

FROM: Charlotte Ferris
Human Resources Coordinator

DATE: June 22, 2021

**RE: Moment of Silence – Katherine Stephenson**

Ms. Katherine Stephenson passed June 10, 2021. Ms. Stephenson's D300 career of 33 years began on July 26, 1988, with her last day worked with us on May 26, 2021, was as follows:

| School Year | Position | Building |
|---|---|---|
| 7/26/1988 - 2002 | Science Kit Aide | Lakewood School |
| 2002 - 2004 | Science Kit Aide | Carpentersville Middle School |
| 2003 - 2006 | Science Kit Aide | Eastview Elementary School |
| 2006 - 2021 | Media Paraeducator | Eastview Elementary School |

Cc: Personnel File

# Community Unit School District 300 Monthly
# Fixed Asset Disposals
# 06/01/2021

| Date Submitted | Location | Type | Manufacturer / Publisher | Model/Title | Serial # | Tag | Reason for Disposal | Method of Disposal |
|---|---|---|---|---|---|---|---|---|
| 5/13/2021 | JHS | Phone | Mitel | Mitel 5312 | avafs1641 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83 calculator | 30025384 1-05981 | 40000000452854 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83 calculator | N/A | 40000000452688 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83+ calculator | 124622709N-03056 | 40000000452695 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83+ calculator | 2761041508 S-0706K | 40000000452933 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83+ calculator | N/A | 40000000452748 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83 calculator | 28234785 1-0498H | 40000000452726 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-83+ calculator | 2615134857 S-0305E | 40000000452665 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-84+ Silver edition calculator | N/A | 40000000452694 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | calculator | Texas Instruments | TI-Nspire calculator | 2128017141 P-0409F | 40000000452673 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker | Epson | Epson Active speaker ELPSP02 | PGFF4600550 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | document camera | Avermedia | AverVision U50 | 4010217030704.00 | T54883 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | document camera | Avermedia | AverVision U50 | 4010217032342.00 | T60717 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | document camera | Avermedia | AverVision U50 | 4010217062461.00 | T65413 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | misc parts | misc | miscellaneous parts | N/A | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | N/A | T006538 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0X876H728729652N6U | T015072 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0PM3727287285T0PLL | T010246 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0CC3526418063F2Y4S | T005687 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0CC2807161864CAFU1 | T004572 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker bar | Dell | Dell monitor speaker bar | CN0UH837482207CL04L9 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker bar | Dell | Dell monitor speaker bar | CN0C730C7162305F0335 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker bar | Dell | Dell monitor speaker bar | CN0UH8374822065D06V2 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0FP8167426181L0THL | T006527 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0FP8167426185O43PA | T006380 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0C182J7444597FCZWS | 20103 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker bar | Dell | Dell monitor speaker bar | CN0DW7117162387B2449 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | speaker bar | Dell | Dell monitor speaker bar | CN0UH8374822065D06R3 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0CC3526418063F32AS | T005672 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0KU7897161885LG065 | T000289 | Obsolete | Tech Recycle |
| 5/13/2021 | JHS | Monitor | Dell | Dell 17" monitor | CN0J6642716185BAAFGW | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | Dell 17" monitor | CN0KU78971618775CDZF | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | Dell 17" monitor | CN0C2JMK74445998ACAU | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | Dell 17" monitor | N/A | T016462 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | Dell 17" monitor | N/A | T010549 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 19inch monmitor | CN02H2VM641801AP0YYM | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 19inch monmitor | CN0T61167161851DAEXJ | T004657 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 17 inch monitor | CN0CC352641806CC3SAS | T005381 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 17 inch monitor | CN0PM3727287285Q3MUS | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 19inch monmitor | N/A | T003864 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 19inch monmitor | CN0T611671618518AG5L | T005932 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 17 inch monitor | N/A | T010989 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Keyboard | Microsoft | wireless keyboard | 103602904174.00 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | Dell | dell 17 inch monitor | N/A | T005861 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | laptop | dell | Dell E6500 | 3TRXLJ1 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | laptop | lenovo | l460 | 1s20FVS1NA00PF0VKCDZ | T60631 | Obsolete | Tech Recycle |

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|---|---|---|---|---|---|---|---|---|
| 5/13/2021 | ADMIN | laptop | lenovo | l460 | 1s20FVS1NA00PF0VKCE7 | T60646 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | laptop | lenovo | l460 | 1s20FVS1NA00PF0JDRDV | T54252 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | AOC | PORTABLE MONITOR | LMYH4JA005885 | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Chromebook | ACER | C720 CB | NXSHEAA006436257407600 | T34420 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | MFP | BROTHER | DCP-L2550DW | U64966D8N853246 | T65876 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | laptop | LENOVO | L440 | 1s20ASS10Q00R90B2FE1 | T34192 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | docking station | LENOVO | DOCKING STATION | 1S40A1M2B2AHEW | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | monitor stand | LENOVO | MONITOR STAND | N/A | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | laptop | APPL | MACBOOK PRO | C02QJ56PFVH8 | T36912 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | document camera | AVERMEDIA | CP 135 DOC CAMERA | 58560 10030P | 22988 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | monitor speakers | LENOVO | MONITOR SPEAKERS | N/A | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | DELL | 17 INCH MONITOR | N/A | T005671 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | DELL | 17 INCH MONITOR | CN0CC3526418063F2Y9S | T005649 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | DELL | 17 INCH MONITOR | CN0FP8167426183S1E2A | T006862 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | Monitor | DELL | 17 INCH MONITOR | CN0CC3526418063F32ES | T005654 | Obsolete | Tech Recycle |
| 5/13/2021 | ADMIN | server | EXACQVISION | SERVER IPS800R2 | ER1503147766 | N/A | Obsolete | Tech Recycle |
| 5/14/2021 | ADMIN | Monitor | LG | LG 24" monitor | 611NTRL59334 | T54716 | Obsolete | Tech Recycle |
| 5/18/2021 | JHS | Monitor (CRT) | Samtron | Samtron 77V CRT monitor | PH17HCARB05293X | N/A | Obsolete | Tech Recycle |
| 4/30/2021 | ADMIN | Cell Phone | Kyocera | E6810 | 103602904174.00 | T55389 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | 2007WFPb | MX-OHF730-46634-68L-1GUL | T005853 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | 2209WAf | N/A | T006777 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | 1908FP1 | CN-OG434H-71618-870-GDTC | T008796 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Switch | Cisco | WS-C3560G-49PS-S | FOC1312Z2U2 | 22327 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | E1909WB | CN-0G662F-74261-968-5TGL | T006724 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | E1910c | CN-0T571R-64180-998-0XFU | 20015 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | P1911b | N/A | T24566 | Obsolete | Tech Recycle |
| 5/3/2021 | ADMIN | Monitor | Dell | 1909Wf | N/A | 23262 | Obsolete | Tech Recycle |
| 5/7/2021 | ADMIN | Cell Phone | Apple | A1863 | FFMZQ6YNJC6C | N/A | Obsolete | Tech Recycle |
| 5/10/2021 | ADMIN | Cell Phone | Samsung | SM-G950U | 359031086826106.00 | T67044 | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Speaker Bar | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Scanner | Kodak | i1120 | K45506576 | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/11/2021 | ADMIN | Charger | Dell | n/a | N/A | N/A | Obsolete | Tech Recycle |
| 5/13/2021 | LWS | Library Books | Multiple | 361 Obsolete Library books | N/A | N/A | Obsolete | Recycle |
| 5/20/2021 | CMS | Athletic Equipment | Gill | Metal and Plastic Hurdles | N/A | N/A | Broken | Disposal |
| 5/19/2021 | EVES | Music Instrument | Yamaha | CVP-203 Clavinova Piano | 609481.00 | 101269 | Broken | Disposal |
| 5/4/2021 | GVES | Library Books | Multiple | 545 Obsolet Library Books | N/A | N/A | Obsolete | Recycle |
| 5/26/2021 | HHS | Automobile | Chevrolet | Trailblazer LS | 1GNDT13S552262286 | N/A | Obsolete | Salvage Yard |
| 5/25/2021 | HMS | Music Instrument | Yamaha | CVP-207 Electronic Piano | N/A | 009832 | Broken | Disposal |
| 5/28/2021 | HMS | Music Instrument | Yamaha | CLP-123 Electronic Piano | N/A | 001469 | Broken | Disposal |
| 5/19/2021 | IT Dept | Furniture | Multiple | (3) office chairs | N/A | N/A | Broken | Disposal |
| 5/17/2021 | AMS | Thermometer | Yuwell | HTD8813C | 2003054906565.00 | 11923 | Broken | Disposal |
| 5/5/2021 | LPES | Furniture | Manta Ray | Childbrite Sensory Table | 6349654.00 | N/A | Obsolete | Tech Recycle |
| 5/5/2021 | Transportation | School Bus | IH | 77 Passenger Bus #53 | 4DRBUAAN69B075828 | 10931 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 77 Passenger Bus #54 | 4DRBUAAN89B075829 | 10932 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #250 | 1GBJG31K791121542 | 17722 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #251 | 1GBJG31K491121739 | 17723 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #252 | 1GBJG31K291121741 | 17724 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #253 | 1GBJG31K591122138 | 17725 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #254 | 1GBJG31K791122271 | 17726 | Obsolete | Auction |

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|---|---|---|---|---|---|---|---|---|
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #255 | 1GBJG31K091122273 | 17727 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #256 | 1GBJG31K291122405 | 17728 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #257 | 1GBJG31K591122642 | 17729 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #258 | 1GBJG31K591122740 | 17730 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #259 | 1GBJG31K991122742 | 17731 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #260 | 1GBJG31K191122847 | 17732 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #261 | 1GBJG31K491123264 | 17733 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+4 Passenger Bus #262 | 4DRBUSKN39B075791 | 10920 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #264 | 4DRBUSKN79B075793 | 10922 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #265 | 4DRBUSKN99B075794 | 10923 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+4 Passenger Bus #266 | 4DRBUSKN09B075795 | 10924 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #267 | 4DRBUSKN29B075796 | 10925 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #268 | 4DRBUSKN49B075797 | 10926 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+4 Passenger Bus #269 | 4DRBUSKN69B075798 | 269 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #270 | 4DRBUSKN89B075799 | 10927 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | IH | 38+3 Passenger Bus #271 | 4DRBUSKN09B075800 | 10928 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #272 | 1GBJG31K891123266 | 17734 | Obsolete | Auction |
| 5/5/2021 | Transportation | School Bus | Chevy | 27 Passenger Bus #273 | 1GBJG31K891123350 | 17735 | Obsolete | Auction |
| 5/17/2021 | Admin | Security Equipment | Exarq | 0800-24-0250-ELS NVR | ER1125008056 | T018110 | Obsolete | Tech Recycle |
| 5/18/2021 | Admin | Security Equipment | Exarq | 1600-24-1000-ELS NVR | ER1132008822 | N/A | Obsolete | Tech Recycle |
| 5/1/2021 | JHS | Furniture | n/a | (21) Wooden Art Easels | N/A | N/A | Damaged | Disposal |
| 5/20/2021 | PES | Furniture | Multiple | 1 Lot - Damaged Furniture | N/A | N/A | Damaged | Disposal |
| 5/26/2021 | WCS | Music Instrument | Conn | Baritone 151 Valve Front | 549516.00 | N/A | Damaged | Disposal |
| 5/26/2021 | WCS | Music Instrument | King | Baritone 627 | 819020.00 | N/A | Damaged | Disposal |
| 5/28/2021 | ALES | Music Instrument | Yamaha | CVP-203 Clavinova Piano | 609165.00 | N/A | Damaged | Disposal |
| 5/28/2021 | Central Office | Furniture | Yamaha | Various Chairs (42) | N/A | N/A | Damaged | Disposal |

Diane C. White

6/1/2021

*Supporting documentation available in the Purchasing Department.

Diane C. White, Director of Purchasing

Date

**Community Unit School District 300**

A/P Board Bill Listing for June 22, 2021

| Fund | | Amount |
|---|---|---|
| Educational | $ | 1,482,347.06 |
| Health Insurance Fund | $ | 2,635,476.52 |
| Grant Fund | $ | 104,514.51 |
| COVID 19 Fund | $ | 24,448.93 |
| Operations & Maintenance | $ | 861,665.73 |
| Bond & Interest | $ | 5,693,394.27 |
| Transportation | $ | 33,683.03 |
| Site & Construction | $ | 1,104,983.39 |
| Impact Fees | $ | - |
| Tort Immunity Fund | $ | - |
| Total All Funds | $ | 11,940,513.44 |

Approved at a meeting of the Board of Education, Community Unit School District No. 300

Date: _____

Signed: _____ _____

President Secretary

# Cash Payment Register

AP265 Date: 06/16/21 JOB SUBMISSION PARAMETERS
Time: 14:59

User Name: D300\karen.patek
Job Name: AP265
Step Nbr: 1

| | | |
|---|---|---|
| Pay Group: | D300 | Community School District 300 |
| Company: | | |
| Process Level: | | |
| Cash Code: | | |
| or Cash Code Group: | | |
| or Cash Code List: | | |
| Payment Dates: | - | |
| Report Option: | C | Current |
| Document Currency: | A | Account Currency |
| Payment Code: | | |
| Format Option: | S | Standard |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code ACH

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 1451 | 10 | 4636 | ACH2 | ARAMARK CORPORATION | ALGONQUIN | 06/23/21 | Processed | 557,098.43 | USD |
| 1452 | 10 | 4783 | ACH | HEALTH CARE SERVICE CORP. | Chicago | 06/23/21 | Processed | 2,527,522.61 | USD |
| 1453 | 10 | 16192 | ACH | CALL ONE | CLEVELAND | 06/23/21 | Processed | 19,197.99 | USD |
| 1454 | 10 | 3158 | ACH | CDW GOVERNMENT | CHICAGO | 06/23/21 | Processed | 142,217.74 | USD |
| 1455 | 10 | 16554 | ACH | CONSTELLATION NEWENGERY - | CAROL STREAM | 06/23/21 | Processed | 63,627.52 | USD |
| 1456 | 10 | 13380 | ACH | CREATIVE PROMOTIONAL APPAR | CARPENTERSVILLE | 06/23/21 | Processed | 21,923.00 | USD |
| 1457 | 10 | 13986 | ACH | DEWBERRY ARCHITECTS INC | PHILADELPHIA | 06/23/21 | Processed | 28,005.70 | USD |
| 1458 | 10 | 13038 | ACH | DIAMOND GRAPHICS OF ALGONQ | Algonquin | 06/23/21 | Processed | 6,552.54 | USD |
| 1459 | 10 | 4088 | ACH | FRANCZEK PC | CHICAGO | 06/23/21 | Processed | 2,035.00 | USD |
| 1460 | 10 | 17271 | ACH | KIMLEY-HORN AND ASSOCIATES | MINNEAPOLIS | 06/23/21 | Processed | 1,441.89 | USD |
| 1461 | 10 | 19062 | ACH | KLEIN THORPE & JENKINS LT | CHICAGO | 06/23/21 | Processed | 2,307.00 | USD |
| 1462 | 10 | 9293 | ACH | PURCHASE POWER | PITTSBURGH | 06/23/21 | Processed | 2,020.99 | USD |
| 1463 | 10 | 19556 | ACH | VOYA FINANCIAL | CHICAGO | 06/23/21 | Processed | 19,981.36 | USD |

*** Payment Code ACH Totals

| | | |
|---|---|---|
| Total Open Payments | 13 | 3,393,931.77 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164165 | 10 | 19040 | | 1-800MD LLC | CHARLOTTE | 06/22/21 | Processed | 960.15 | USD |
| 164166 | 10 | 3860 | REM2 | ADVOCATE OCCUPATIONAL HEAL | CHICAGO | 06/22/21 | Processed | 753.30 | USD |
| 164167 | 10 | 17108 | | AIR PRODUCTS EQUIPMENT COM | ELK GROVE VILLAGE | 06/22/21 | Processed | 190.00 | USD |
| 164168 | 10 | 20759 | | ALERT LOGIC | HOUSTON | 06/22/21 | Processed | 59,400.00 | USD |
| 164169 | 10 | 13268 | REM | ALEXANDER LEIGH CTR FOR AU | MCHENRY | 06/22/21 | Processed | 42,864.30 | USD |
| 164170 | 10 | 4133 | REM1 | ALEXIAN BROTHERS HEALTH SY | Chicago | 06/22/21 | Processed | 8,657.19 | USD |
| 164171 | 10 | 21222 | | ALLEGRO APPAREL & PLAQUES | MANSFIELD | 06/22/21 | Processed | 160.00 | USD |
| 164172 | 10 | 1048 | | ALLENDALE ASSOCIATION | LAKE VILLA | 06/22/21 | Processed | 11,880.00 | USD |
| 164173 | 10 | 17067 | REM | AMALGAMATED BANK OF CHICAG | CHICAGO | 06/22/21 | Processed | 475.00 | USD |
| 164174 | 10 | 17067 | REM | AMALGAMATED BANK OF CHICAG | CHICAGO | 06/22/21 | Processed | 475.00 | USD |
| 164175 | 10 | 8694 | REM1 | AMAZON.COM | ATLANTA | 06/22/21 | Processed | 427.43 | USD |
| 164176 | 10 | 11666 | | AMERICAN READING COMPANY | BLUE BELL | 06/22/21 | Processed | 4,625.00 | USD |
| 164177 | 10 | 17899 | | AMS STORE AND SHRED LLC | LAKE IN THE HILLS | 06/22/21 | Processed | 250.00 | USD |
| 164178 | 10 | 21250 | | KRISTEN ANDERSON | CARPENTERSVILLE | 06/22/21 | Processed | 23.60 | USD |
| 164179 | 10 | 7642 | | ANDERSON LOCK COMPANY | DES PLAINES | 06/22/21 | Processed | 635.00 | USD |
| 164180 | 10 | 18723 | | SKYLER ANDERSON | CARPENTERSVILLE | 06/22/21 | Processed | 118.15 | USD |
| 164181 | 10 | 21252 | | COLLEEN ANGELAKOS | WEST DUNDEE | 06/22/21 | Processed | 18.30 | USD |
| 164182 | 10 | 20141 | | APEX3 SYSTEMS LLC | STREAMWOOD | 06/22/21 | Processed | 1,957.00 | USD |
| 164183 | 10 | 20141 | | APEX3 SYSTEMS LLC | STREAMWOOD | 06/22/21 | Processed | 570.00 | USD |
| 164184 | 10 | 565 | REM | APPLE COMPUTER INC. | ATLANTA | 06/22/21 | Processed | 1,759.00 | USD |
| 164185 | 10 | 7277 | REM3 | ASCD | PHILADELPHIA | 06/22/21 | Processed | 338.62 | USD |
| 164186 | 10 | 17450 | | KORY ATKINSON | BLOOMINGDALE | 06/22/21 | Processed | 7,429.00 | USD |
| 164187 | 10 | 11123 | | JAMES AUGUST II | BELVIDERE | 06/22/21 | Processed | 92.59 | USD |
| 164188 | 10 | 19008 | | AVANT ASSESSMENT LLC | EUGENE | 06/22/21 | Processed | 819.50 | USD |
| 164189 | 10 | 21157 | | B&B NETWORKS INC | WEST CHICAGO | 06/22/21 | Processed | 25,600.00 | USD |
| 164190 | 10 | 4232 | REM | BARNES & NOBLE INC. | DALLAS | 06/22/21 | Processed | 1,764.52 | USD |
| 164191 | 10 | 3488 | | BARR MECHANICAL SALES INC | LAKE FOREST | 06/22/21 | Processed | 1,985.96 | USD |
| 164192 | 10 | 13896 | | BATAVIA HIGH SCHOOL | BATAVIA | 06/22/21 | Processed | 250.00 | USD |
| 164193 | 10 | 10529 | | BATAVIA INSTANT PRINT INC | WEST CHICAGO | 06/22/21 | Processed | 841.61 | USD |
| 164194 | 10 | 814 | REM4 | POWER UP BATTERIES LLC | GLEN ELLYN | 06/22/21 | Processed | 318.24 | USD |
| 164195 | 10 | 16703 | | LORI BERKIEL | CRYSTAL LAKE | 06/22/21 | Processed | 40.32 | USD |
| 164196 | 10 | 90576 | | LISA BETTCHER | HAMPSHIRE | 06/22/21 | Processed | 300.00 | USD |
| 164197 | 10 | 13706 | | BRIDGES FOR LANGUAGE | AURORA | 06/22/21 | Processed | 1,971.25 | USD |
| 164198 | 10 | 12481 | | SANDRA BRODERICK | CRYSTAL LAKE | 06/22/21 | Processed | 35.97 | USD |
| 164199 | 10 | 8895 | REM5 | BSN SPORTS LLC | DALLAS | 06/22/21 | Processed | 4,866.22 | USD |
| 164200 | 10 | 2558 | | CASSANDRA STRINGS | Algonquin | 06/22/21 | Processed | 830.68 | USD |
| 164201 | 10 | 21024 | | CATHOLIC CHARITIES | ROCKFORD | 06/22/21 | Processed | 645.00 | USD |
| 164202 | 10 | 3158 | REM | CDW GOVERNMENT, INC. | CHICAGO | 06/22/21 | Processed | 191.01 | USD |
| 164203 | 10 | 21109 | | CENTRAL TREE & LANDSCAPE M | HOFFMAN ESTATES | 06/22/21 | Processed | 780.00 | USD |
| 164204 | 10 | 15452 | REM2 | COTG | ATLANTA | 06/22/21 | Processed | 13,998.00 | USD |
| 164205 | 10 | 15452 | REM2 | COTG | ATLANTA | 06/22/21 | Processed | 16,251.00 | USD |
| 164206 | 10 | 15452 | REM2 | COTG | ATLANTA | 06/22/21 | Processed | 6,922.20 | USD |
| 164207 | 10 | 20351 | REM2 | CHICAGO TRIBUNE | LOUISVILLE | 06/22/21 | Processed | 364.00 | USD |
| 164208 | 10 | 7015 | REM2 | CINTAS | CINCINNATI | 06/22/21 | Processed | 13,669.49 | USD |
| 164209 | 10 | 15593 | | COLLEY ELEVATOR | BENSENVILLE | 06/22/21 | Processed | 204.00 | USD |
| 164210 | 10 | 4620 | | COMMUNICATIONS DIRECT INC | ST CHARLES | 06/22/21 | Processed | 8,724.30 | USD |
| 164211 | 10 | 12784 | | COMPUTER INFORMATION CONCE | GREELEY | 06/22/21 | Processed | 54,584.00 | USD |
| 164212 | 10 | 12784 | | COMPUTER INFORMATION CONCE | GREELEY | 06/22/21 | Processed | 44,376.00 | USD |

# Cash Payment Register


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Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164213 | 10 | 49605 | REM3 | CONSERV FS, INC | CHICAGO | 06/22/21 | Processed | 10,253.27 | USD |
| 164214 | 10 | 2117 | | CRISIS PREVENTION INSTITUT | MILWAUKEE | 06/22/21 | Processed | 14,397.00 | USD |
| 164215 | 10 | 18789 | | SHONDA CROWLEY | PINGREE GROVE | 06/22/21 | Processed | 60.00 | USD |
| 164216 | 10 | 5644 | REM2 | DELTA DENTAL OF ILLINOIS - | CHICAGO | 06/22/21 | Processed | 91,604.65 | USD |
| 164217 | 10 | 21225 | | DIGICERT INC | LEHI | 06/22/21 | Processed | 2,988.00 | USD |
| 164218 | 10 | 4460 | | ECC BOOKSTORE | ELGIN | 06/22/21 | Processed | 11,251.68 | USD |
| 164219 | 10 | 3099 | | ELGIN COMMUNITY COLLEGE | ELGIN | 06/22/21 | Processed | 12,316.80 | USD |
| 164220 | 10 | 19745 | | ENTERPRISE FM TRUST | KANSAS CITY | 06/22/21 | Processed | 15,250.56 | USD |
| 164221 | 10 | 12540 | REM1 | EQUIPMENT DEPOT OF ILLINOI | CHICAGO | 06/22/21 | Processed | 678.37 | USD |
| 164222 | 10 | 3971 | REM | ETA HAND2MIND | CHICAGO | 06/22/21 | Processed | 10,105.95 | USD |
| 164223 | 10 | 16696 | REM | EUROPEAN SPORTS | SCHAUMBURG | 06/22/21 | Processed | 860.00 | USD |
| 164224 | 10 | 11834 | | EWS WELDING SUPPLY | ELK GROVE VILLAGE | 06/22/21 | Processed | 203.76 | USD |
| 164225 | 10 | 16801 | REM | FASTSIGNS OF CARPENTERSVIL | CARPENTERSVILLE | 06/22/21 | Processed | 1,250.00 | USD |
| 164226 | 10 | 17404 | REM | FERGUSON ENTERPRISES #1550 | CHICAGO | 06/22/21 | Processed | 6,941.77 | USD |
| 164227 | 10 | 20992 | REM2 | FERGUSON ENTERPRISES 1550 | CHICAGO | 06/22/21 | Processed | 59.42 | USD |
| 164228 | 10 | 2919 | REM1 | THE FLOLO CORPORATION | WEST CHICAGO | 06/22/21 | Processed | 2,507.71 | USD |
| 164229 | 10 | 17269 | REM1 | FOLLETT SCHOOL SOLUTIONS I | CHICAGO | 06/22/21 | Processed | 18,080.21 | USD |
| 164230 | 10 | 21050 | REM2 | FRANK COONEY COMPANY | ELK GROVE VILLAGE | 06/22/21 | Processed | 13,420.08 | USD |
| 164231 | 10 | 12254 | | PATRICIA FREEMAN | ALGONQUIN | 06/22/21 | Processed | 47.60 | USD |
| 164232 | 10 | 1633 | | DAN FREUND | ELGIN | 06/22/21 | Processed | 65.00 | USD |
| 164233 | 10 | 13542 | REM3 | ADESTA | CHICAGO | 06/22/21 | Processed | 1,606.35 | USD |
| 164234 | 10 | 12737 | REM | GABRIEL FIRST CORP | EAST ROCHESTER | 06/22/21 | Processed | 297.51 | USD |
| 164235 | 10 | 16237 | REM1 | ACCO BRANDS USA LLC | DALLAS | 06/22/21 | Processed | 2,061.42 | USD |
| 164236 | 10 | 36850 | | GOODHEART-WILCOX PUBLISHER | TINLEY PARK | 06/22/21 | Processed | 18,655.27 | USD |
| 164237 | 10 | 19162 | REM | GORDON FOOD SERVICE INC | CHICAGO | 06/22/21 | Processed | 348.59 | USD |
| 164238 | 10 | 2580 | REM | GRAINGER | PALATINE | 06/22/21 | Processed | 4,021.97 | USD |
| 164239 | 10 | 19376 | REM3 | GROOT INC | PITTSBURGH | 06/22/21 | Processed | 12,684.85 | USD |
| 164240 | 10 | 21217 | | CHRISTOPHER GRYGORUK | WOODSTOCK | 06/22/21 | Processed | 41.42 | USD |
| 164241 | 10 | 11713 | | INEABELLE GUTIERREZ | CARPENTERSVILLE | 06/22/21 | Processed | 77.35 | USD |
| 164242 | 10 | 10700 | | HAIGES MACHINERY INC | HUNTLEY | 06/22/21 | Processed | 6,039.00 | USD |
| 164243 | 10 | 20907 | | HEIDI LERETTE-KAUFFMAN | BATAVIA | 06/22/21 | Processed | 217.84 | USD |
| 164244 | 10 | 7701 | REM | MECHANICAL INC. | FREEPORT | 06/22/21 | Processed | 102,750.00 | USD |
| 164245 | 10 | 12790 | | HENRICKSEN AND COMPANY | ITASCA | 06/22/21 | Processed | 6,662.33 | USD |
| 164246 | 10 | 4057 | REM | HINCKLEY SPRINGS | DALLAS | 06/22/21 | Processed | 2,038.44 | USD |
| 164247 | 10 | 6079 | REM4 | HOME DEPOT CREDIT SERVICES | LOUISVILLE | 06/22/21 | Processed | 563.20 | USD |
| 164248 | 10 | 6079 | REM5 | THE HOME DEPOT PRO | ATLANTA | 06/22/21 | Processed | 88.30 | USD |
| 164249 | 10 | 8197 | | HUNTLEY COMM SCHOOL DIST 1 | ALGONQUIN | 06/22/21 | Processed | 140.00 | USD |
| 164250 | 10 | 13735 | | IASA | SPRINGFIELD | 06/22/21 | Processed | 1,883.50 | USD |
| 164251 | 10 | 19459 | REM | IHSBCA | LOCKPORT | 06/22/21 | Processed | 300.00 | USD |
| 164252 | 10 | 16615 | REM | ILLINOIS DEPARTMENT OF AGR | SPRINGFIELD | 06/22/21 | Processed | 45.00 | USD |
| 164253 | 10 | 17558 | | ILLINOIS PARENT EDUCATION | EAST DUNDEE | 06/22/21 | Processed | 3,025.00 | USD |
| 164254 | 10 | 4602 | | ILLINOIS PRINCIPALS ASSOCI | SPRINGFIELD | 06/22/21 | Processed | 600.00 | USD |
| 164255 | 10 | 4810 | REM | HERFF JONES | CHICAGO | 06/22/21 | Processed | 1,056.15 | USD |
| 164256 | 10 | 18714 | REM2 | INTERSTATE ROOF SYSTEMS CO | NEW BERLIN | 06/22/21 | Processed | 14,600.00 | USD |
| 164257 | 10 | 19385 | REM2 | INVO HEALTHCARE ASSOCIATES | CINNCINNATI | 06/22/21 | Processed | 2,500.00 | USD |
| 164258 | 10 | 21255 | | BRIAN IOSSI | HAMPSHIRE | 06/22/21 | Processed | 44.80 | USD |
| 164259 | 10 | 43430 | | ITR SYSTEMS | DOWNERS GROVE | 06/22/21 | Processed | 67,825.00 | USD |
| 164260 | 10 | 21246 | | DEBBIE JALOWY | LAKE IN THE HILLS | 06/22/21 | Processed | 28.50 | USD |

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Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164261 | 10 | 21244 | | MICHELLE JOHNSTON | HAMPSHIRE | 06/22/21 | Processed | 41.25 | USD |
| 164262 | 10 | 1184 | REM3 | JW PEPPER & SON INC | PHILADELPHIA | 06/22/21 | Processed | 119.24 | USD |
| 164263 | 10 | 17874 | | DEBORAH KACZAR | ALGONQUIN | 06/22/21 | Processed | 102.76 | USD |
| 164264 | 10 | 14744 | | KANE COUNTY COUGARS | GENEVA | 06/22/21 | Processed | 1,122.00 | USD |
| 164265 | 10 | 3957 | REM2 | KANE COUNTY REGIONAL OFFIC | GENEVA | 06/22/21 | Processed | 800.00 | USD |
| 164266 | 10 | 21099 | | NICOLE KENNEDY | CRYSTAL LAKE | 06/22/21 | Processed | 18.48 | USD |
| 164267 | 10 | 21239 | | BARBARA KIMBERLY | PINGREE GROVE | 06/22/21 | Processed | 16.05 | USD |
| 164268 | 10 | 21241 | | RICK KINCZEWSKI | ELGIN | 06/22/21 | Processed | 68.85 | USD |
| 164269 | 10 | 9816 | REM2 | KINSEY | GLEN ELLYN | 06/22/21 | Processed | 1,080.00 | USD |
| 164270 | 10 | 20057 | | KNOWBE4 INC | CLEARWATER | 06/22/21 | Processed | 32,625.00 | USD |
| 164271 | 10 | 19310 | | BARBARA KOLAKOWSKI | INVERNESS | 06/22/21 | Processed | 122.64 | USD |
| 164272 | 10 | 21251 | | ANGELA KOLBERG | WEST DUNDEE | 06/22/21 | Processed | 100.00 | USD |
| 164273 | 10 | 21245 | | SHAWN KOOISTRA | CARPENTERSVILLE | 06/22/21 | Processed | 102.45 | USD |
| 164274 | 10 | 15351 | REM1 | KRANZ Div IMPERIAL DADE | NEW YORK | 06/22/21 | Processed | 515.48 | USD |
| 164275 | 10 | 7711 | | LAKE PARK HIGH SCHOOL | ROSELLE | 06/22/21 | Processed | 225.00 | USD |
| 164276 | 10 | 13516 | REM2 | LEARNING A-Z | CHICAGO | 06/22/21 | Processed | 617.46 | USD |
| 164277 | 10 | 5385 | REM2 | LEARNING ALLY | PRINCETON | 06/22/21 | Processed | 237.00 | USD |
| 164278 | 10 | 20295 | | LED RITE LLC | HAMPSHIRE | 06/22/21 | Processed | 7,139.00 | USD |
| 164279 | 10 | 18851 | REM1 | LEGAT ARCHITECTS | GURNEE | 06/22/21 | Processed | 5,215.80 | USD |
| 164280 | 10 | 13796 | | SHARON LOUIS | HAMPSHIRE | 06/22/21 | Processed | 23.52 | USD |
| 164281 | 10 | 12517 | | LUCKY LOCATORS INC | ALGONQUIN | 06/22/21 | Processed | 200.00 | USD |
| 164282 | 10 | 14423 | | DEBORAH LUPA | CARPENTERSVILLE | 06/22/21 | Processed | 35.76 | USD |
| 164283 | 10 | 11596 | | AMY LUTES | HAMPSHIRE | 06/22/21 | Processed | 106.40 | USD |
| 164284 | 10 | 11043 | | M AND A PRECISION TRUCK RE | LAKE IN THE HILLS | 06/22/21 | Processed | 210.00 | USD |
| 164285 | 10 | 21083 | REM | MANSFIELD OIL CO | DALLAS | 06/22/21 | Processed | 30,649.12 | USD |
| 164286 | 10 | 2813 | REM3 | MARIANJOY REHABILITATION | CHICAGO | 06/22/21 | Processed | 1,590.00 | USD |
| 164287 | 10 | 19495 | | MECHANICAL EQUIPMENT COMPA | ISLAND LAKE | 06/22/21 | Processed | 43.00 | USD |
| 164288 | 10 | 6908 | | MENARDS | CARPENTERSVILLE | 06/22/21 | Processed | 16,909.26 | USD |
| 164289 | 10 | 13803 | | MEYER SIGNS | GILBERTS | 06/22/21 | Processed | 70.00 | USD |
| 164290 | 10 | 7671 | REM | MICHAEL'S UNIFORM CO. | RIVER GROVE | 06/22/21 | Processed | 34.56 | USD |
| 164291 | 10 | 12963 | REM6 | MIDAMERICA/ENVOY | LAKELAND | 06/22/21 | Processed | 9,056.00 | USD |
| 164292 | 10 | 8084 | | MIDWEST COMPUTER PRODUCTS | WEST CHICAGO | 06/22/21 | Processed | 3,579.00 | USD |
| 164293 | 10 | 17392 | REM3 | MIDWEST PBIS NETWORK | HILLSIDE | 06/22/21 | Processed | 100.00 | USD |
| 164294 | 10 | 11777 | REM3 | MOBILE MINI | DALLAS | 06/22/21 | Processed | 896.74 | USD |
| 164295 | 10 | 20963 | | ROB MOULTON | PINGREE GROVE | 06/22/21 | Processed | 105.28 | USD |
| 164296 | 10 | 9906 | REM4 | MUSIC AND ARTS | FREDERICK | 06/22/21 | Processed | 180.00 | USD |
| 164297 | 10 | 18154 | | DEBRA McCLOYN | LAKE IN THE HILLS | 06/22/21 | Processed | 38.99 | USD |
| 164298 | 10 | 21110 | | NATIONAL LIFT TRUCK INC | FRANKLIN PARK | 06/22/21 | Processed | 17,195.00 | USD |
| 164299 | 10 | 60880 | REM2 | NEFF COMPANY | CHICAGO | 06/22/21 | Processed | 284.05 | USD |
| 164300 | 10 | 14811 | REM2 | NEUCO INC | CAROL STREAM | 06/22/21 | Processed | 1,223.39 | USD |
| 164301 | 10 | 11384 | | NEW CONNECTIONS ACADEMY | PALATINE | 06/22/21 | Processed | 27,991.75 | USD |
| 164302 | 10 | 61930 | REM2 | NICOR GAS | CAROL STREAM | 06/22/21 | Processed | 39.37 | USD |
| 164303 | 10 | 17363 | | MARIA NIEVES | HAMPSHIRE | 06/22/21 | Processed | 42.00 | USD |
| 164304 | 10 | 14224 | | NORTH AMERICAN CORP | GLENVIEW | 06/22/21 | Processed | 1,092.96 | USD |
| 164305 | 10 | 14224 | | NORTH AMERICAN CORP | GLENVIEW | 06/22/21 | Processed | 3,254.96 | USD |
| 164306 | 10 | 62680 | REM1 | NW SUBURBAN SPECIAL-NSSEO | MOUNT PROSPECT | 06/22/21 | Processed | 15.00 | USD |
| 164307 | 10 | 62530 | | NORTHWESTERN ILLINOIS ASSO | SYCAMORE | 06/22/21 | Processed | 385.50 | USD |
| 164308 | 10 | 19227 | | SHANNON NUNEZ | SAINT CHARLES | 06/22/21 | Processed | 184.00 | USD |

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|---|---|---|---|---|---|---|---|---|---|
| 164309 | 10 | 2701 | | OAK FIRE & SECURITY SYSTEM | HOMER GLEN | 06/22/21 | Processed | 4,722.50 | USD |
| 164310 | 10 | 6938 | REM5 | PADDOCK PUBLICATIONS INC | CAROL STREAM | 06/22/21 | Processed | 585.35 | USD |
| 164311 | 10 | 9761 | | JAN PASKIEWICZ | ELGIN | 06/22/21 | Processed | 250.00 | USD |
| 164312 | 10 | 15987 | | PAULY'S CUSTOM APPAREL COM | CRYSTAL LAKE | 06/22/21 | Processed | 471.60 | USD |
| 164313 | 10 | 9325 | REM5 | NCS PEARSON, INC | CHICAGO | 06/22/21 | Processed | 270.83 | USD |
| 164314 | 10 | 4157 | | PENTEGRA SYSTEMS | ADDISON | 06/22/21 | Processed | 21,093.88 | USD |
| 164315 | 10 | 65470 | REM | PETERSEN FUELS INC. | HAMPSHIRE | 06/22/21 | Processed | 153.92 | USD |
| 164316 | 10 | 21131 | ACH | PETRO CHOICE | PHILADELPHIA | 06/22/21 | Processed | 1,212.03 | USD |
| 164317 | 10 | 17424 | | PM MUSIC CENTER | AURORA | 06/22/21 | Processed | 82.00 | USD |
| 164318 | 10 | 17424 | | PM MUSIC CENTER | AURORA | 06/22/21 | Processed | 3,373.00 | USD |
| 164319 | 10 | 17424 | | PM MUSIC CENTER | AURORA | 06/22/21 | Processed | 601.05 | USD |
| 164320 | 10 | 17424 | | PM MUSIC CENTER | AURORA | 06/22/21 | Processed | 5,414.45 | USD |
| 164321 | 10 | 17424 | | PM MUSIC CENTER | AURORA | 06/22/21 | Processed | 1,591.80 | USD |
| 164322 | 10 | 21218 | | AUSTIN PODAS | BATAVIA | 06/22/21 | Processed | 19.32 | USD |
| 164323 | 10 | 2042 | REM3 | POSITIVE PROMOTIONS | NEWARK | 06/22/21 | Processed | 2,295.36 | USD |
| 164324 | 10 | 19181 | REM1 | POWERSCHOOL GROUP LLC | SAN FRANCISCO | 06/22/21 | Processed | 2,940.00 | USD |
| 164325 | 10 | 21036 | REM | PREVENTIVE HEALTH PARTNERS | VERNON HILLS | 06/22/21 | Processed | 3,650.00 | USD |
| 164326 | 10 | 9764 | | PRO-SOURCE DISTRIBUTORS | ROCKFORD | 06/22/21 | Processed | 7,943.15 | USD |
| 164327 | 10 | 19238 | | PUSHCOIN | GENEVA | 06/22/21 | Processed | 2,555.12 | USD |
| 164328 | 10 | 7326 | REM3 | QUINLAN & FABISH MUSIC CO | BURR RIDGE | 06/22/21 | Processed | 1,536.00 | USD |
| 164329 | 10 | 7326 | REM3 | QUINLAN & FABISH MUSIC CO | BURR RIDGE | 06/22/21 | Processed | 118.00 | USD |
| 164330 | 10 | 5571 | | R A ADAMS ENTERPRISES, INC | MCHENRY | 06/22/21 | Processed | 892.92 | USD |
| 164331 | 10 | 39700 | | RALPH HELM INC | ELGIN | 06/22/21 | Processed | 716.91 | USD |
| 164332 | 10 | 11349 | REM2 | REHABMART LLC | WATKINSVILLE | 06/22/21 | Processed | 200.00 | USD |
| 164333 | 10 | 12851 | | DAWN REIG | WEST DUNDEE | 06/22/21 | Processed | 267.97 | USD |
| 164334 | 10 | 9296 | REM | ROBBINS SCHWARTZ | CHICAGO | 06/22/21 | Processed | 9,981.25 | USD |
| 164335 | 10 | 19580 | | VERONICA RODRIGUEZ CRUZ | ELGIN | 06/22/21 | Processed | 54.07 | USD |
| 164336 | 10 | 1347 | | ROTARY CLUB | ALGONQUIN | 06/22/21 | Processed | 175.00 | USD |
| 164337 | 10 | 14745 | | EILEEN ROUTSON | GENOA | 06/22/21 | Processed | 16.94 | USD |
| 164338 | 10 | 21243 | | STEFANIE RUMMELL | GILBERTS | 06/22/21 | Processed | 16.45 | USD |
| 164339 | 10 | 93139 | | SONJA RUSSELL | GILBERTS | 06/22/21 | Processed | 15.68 | USD |
| 164340 | 10 | 16272 | REM2 | RUSSO POWER EQUIPMENT | ELGIN | 06/22/21 | Processed | 164.99 | USD |
| 164341 | 10 | 19054 | | CINDY SALGADO | PINGREE GROVE | 06/22/21 | Processed | 250.46 | USD |
| 164342 | 10 | 20393 | | JAMES SARTHER | CRYSTAL LAKE | 06/22/21 | Processed | 438.68 | USD |
| 164343 | 10 | 6474 | REM5 | SCHOLASTIC INC | CINCINNATI | 06/22/21 | Processed | 500.50 | USD |
| 164344 | 10 | 6816 | REM1 | SCHOLASTIC INC | CINCINNATI | 06/22/21 | Processed | 12,889.48 | USD |
| 164345 | 10 | 7022 | REM | SCHOLASTIC, INC | JEFFERSON CITY | 06/22/21 | Processed | 1,426.83 | USD |
| 164346 | 10 | 11672 | REM | SCHOOL DATEBOOKS, INC | LAFAYETTE | 06/22/21 | Processed | 12,691.78 | USD |
| 164347 | 10 | 4234 | REM | SCHOOL HEALTH CORP | CHICAGO | 06/22/21 | Processed | 410.13 | USD |
| 164348 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 1,794.60 | USD |
| 164349 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 14,925.00 | USD |
| 164350 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 790.00 | USD |
| 164351 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 990.00 | USD |
| 164352 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 403.24 | USD |
| 164353 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 962.30 | USD |
| 164354 | 10 | 21002 | REM1 | SCHOOL SPECIALTY LLC | PHILADELPHIA | 06/22/21 | Processed | 17,405.18 | USD |
| 164355 | 10 | 20801 | | SCHOOL SPIRIT PRODUCTS | LAKEWOOD | 06/22/21 | Processed | 2,814.93 | USD |
| 164356 | 10 | 12054 | | SCHOOL CONNECT | PLANO | 06/22/21 | Processed | 600.00 | USD |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164357 | 10 | 19038 | REM1 | DUDE SOLUTIONS | ATLANTA | 06/22/21 | Processed | 65,209.96 | USD |
| 164358 | 10 | 17316 | REM | SEAL OF ILLINOIS | PALATINE | 06/22/21 | Processed | 43,428.31 | USD |
| 164359 | 10 | 15679 | | ROBERT SEWARD | LAKE IN THE HILLS | 06/22/21 | Processed | 203.37 | USD |
| 164360 | 10 | 498 | | SHERWIN WILLIAMS | CARPENTERSVILLE | 06/22/21 | Processed | 2,849.76 | USD |
| 164361 | 10 | 13013 | | VINCE SIFUENTES JR | CARPENTERSVILLE | 06/22/21 | Processed | 356.23 | USD |
| 164362 | 10 | 14164 | | SIGN O RAMA | CARPENTERSVILLE | 06/22/21 | Processed | 3,840.00 | USD |
| 164363 | 10 | 15165 | REM2 | SITEONE LANDSCAPE SUPPLY L | CHICAGO | 06/22/21 | Processed | 137.17 | USD |
| 164364 | 10 | 17589 | | LAURA SLAVICH | ALGONQUIN | 06/22/21 | Processed | 17.92 | USD |
| 164365 | 10 | 20647 | | SMITHEREEN COMPANY | NILES | 06/22/21 | Processed | 420.00 | USD |
| 164366 | 10 | 15972 | REM3 | SOCIAL THINKING | SANTA CLARA | 06/22/21 | Processed | 99.97 | USD |
| 164367 | 10 | 4368 | | SOLUTION TREE | BLOOMINGTON | 06/22/21 | Processed | 5,200.00 | USD |
| 164368 | 10 | 14242 | REM2 | STATE INDUSTRIAL PRODUCTS | BOSTON | 06/22/21 | Processed | 1,404.52 | USD |
| 164369 | 10 | 4599 | REM4 | STATE FIRE MARSHAL | SPRINGFIELD | 06/22/21 | Processed | 390.00 | USD |
| 164370 | 10 | 4599 | REM5 | STATE FIRE MARSHAL | SPRINGFIELD | 06/22/21 | Processed | 75.00 | USD |
| 164371 | 10 | 21237 | | KIM STEVENSON | ALGONQUIN | 06/22/21 | Processed | 48.55 | USD |
| 164372 | 10 | 616 | | STREAMWOOD BEHAVIORAL HEAL | STREAMWOOD | 06/22/21 | Processed | 1,476.42 | USD |
| 164373 | 10 | 14099 | | SUNAIR SYSTEMS | BYRON | 06/22/21 | Processed | 1,975.00 | USD |
| 164374 | 10 | 19586 | | SUPERIOR OVERHEAD DOOR | CRYSTAL LAKE | 06/22/21 | Processed | 2,995.00 | USD |
| 164375 | 10 | 15594 | | TALKTOOLS LLC | CHARLESTON | 06/22/21 | Processed | 490.12 | USD |
| 164376 | 10 | 15618 | REM | THE DAVEY TREE EXPERT COMP | CLEVELAND | 06/22/21 | Processed | 160.00 | USD |
| 164377 | 10 | 18998 | REM | THE HORTON GROUP INC | CHICAGO | 06/22/21 | Processed | 7,000.00 | USD |
| 164378 | 10 | 17068 | | THE RESPONSIVE MAILROOM IN | ELGIN | 06/22/21 | Processed | 38.00 | USD |
| 164379 | 10 | 18618 | | THERMFLO INC | BUFFALO GROVE | 06/22/21 | Processed | 12,985.00 | USD |
| 164380 | 10 | 9451 | | THERMOSYSTEMS, INC. | ELMHURST | 06/22/21 | Processed | 140.32 | USD |
| 164381 | 10 | 14759 | REM | TIMEOUT SERVICES LLC | YORKVILLE | 06/22/21 | Processed | 500.00 | USD |
| 164382 | 10 | 713 | REM2 | TRANE US INC | CHICAGO | 06/22/21 | Processed | 85,809.00 | USD |
| 164383 | 10 | 713 | REM2 | TRANE US INC | CHICAGO | 06/22/21 | Processed | 390.00 | USD |
| 164384 | 10 | 12213 | | TROPHIES BY GEORGE | BARTLETT | 06/22/21 | Processed | 448.20 | USD |
| 164385 | 10 | 11468 | REM | ULINE | CHICAGO | 06/22/21 | Processed | 371.66 | USD |
| 164386 | 10 | 18375 | REM2 | VALDES LLC | WHEELING | 06/22/21 | Processed | 2,492.00 | USD |
| 164387 | 10 | 1771 | REM | VARSITY SPIRIT FASHIONS | MEMPHIS | 06/22/21 | Processed | 4,998.00 | USD |
| 164388 | 10 | 21027 | | BARZEEN VAZIRI | SOUTH ELGIN | 06/22/21 | Processed | 130.40 | USD |
| 164389 | 10 | 9847 | | VCP INC | ALGONQUIN | 06/22/21 | Processed | 380.00 | USD |
| 164390 | 10 | 14186 | | LISA VEHRS | CARPENTERSVILLE | 06/22/21 | Processed | 67.17 | USD |
| 164391 | 10 | 4000 | REM1 | VILLAGE OF ALGONQUIN | ALGONQUIN | 06/22/21 | Processed | 165,330.69 | USD |
| 164392 | 10 | 2469 | REM3 | VILLAGE OF CARPENTERSVILLE | CARPENTERSVILLE | 06/22/21 | Processed | 95,091.00 | USD |
| 164393 | 10 | 2469 | REM3 | VILLAGE OF CARPENTERSVILLE | CARPENTERSVILLE | 06/22/21 | Processed | 300.00 | USD |
| 164394 | 10 | 38500 | REM | VILLAGE OF HAMPSHIRE | HAMPSHIRE | 06/22/21 | Processed | 81,243.88 | USD |
| 164395 | 10 | 75970 | REM1 | VILLAGE OF SLEEPY HOLLOW | SLEEPY HOLLOW | 06/22/21 | Processed | 378.50 | USD |
| 164396 | 10 | 4395 | REM3 | VISION SERVICE PLAN | LOS ANGELES | 06/22/21 | Processed | 2,786.38 | USD |
| 164397 | 10 | 20577 | | VIVACITY TECH PBC | SAINT PAUL | 06/22/21 | Processed | 11,513.85 | USD |
| 164398 | 10 | 21145 | | VIZOCOM ICT LLC | EL CAJON | 06/22/21 | Processed | 2,762.00 | USD |
| 164399 | 10 | 21253 | | NATALIE WANDEL | GILBERTS | 06/22/21 | Processed | 81.85 | USD |
| 164400 | 10 | 11799 | REM | WASHINGTON MUSIC CENTER | WHEATON | 06/22/21 | Processed | 4,069.50 | USD |
| 164401 | 10 | 20434 | | RACQUEL WASHINGTON | LAKE IN THE HILLS | 06/22/21 | Processed | 499.52 | USD |
| 164402 | 10 | 21247 | | KELLIE WEBER | GILBERTS | 06/22/21 | Processed | 23.90 | USD |
| 164403 | 10 | 19045 | REM2 | THOMSON REUTERS - WEST | CAROL STREAM | 06/22/21 | Processed | 834.65 | USD |
| 164404 | 10 | 7040 | | WEST SIDE ELECTRIC SUPPLY | SOUTH ELGIN | 06/22/21 | Processed | 750.82 | USD |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164405 | 10 | 21248 | | NATE WILLIAMS | CARPENTERSVILLE | 06/22/21 | Processed | 19.50 | USD |
| 164406 | 10 | 4013 | REM2 | WILSON LANGUAGE TRAINING C | WORCESTER | 06/22/21 | Processed | 2,987.39 | USD |
| 164407 | 10 | 16029 | | WOLF ELECTRIC SUPPLY CO IN | ELK GROVE VILLAGE | 06/22/21 | Processed | 225.00 | USD |
| 164408 | 10 | 21032 | | MELISSA WOLSKI | ELBURN | 06/22/21 | Processed | 58.50 | USD |
| 164409 | 10 | 19898 | | KATHRYN WOOD | HANOVER PARK | 06/22/21 | Processed | 49.93 | USD |
| 164410 | 10 | 21240 | | JUSTINE WOOD-MASSOUD | ALGONQUIN | 06/22/21 | Processed | 93.70 | USD |
| 164411 | 10 | 90821 | | MICHAEL YORK | DEKALB | 06/22/21 | Processed | 66.24 | USD |
| 164412 | 10 | 20853 | | YOUNG REMBRANDTS | ELGIN | 06/22/21 | Processed | 1,008.00 | USD |
| 164413 | 10 | 21242 | | CHRISTINE ZDYBEL | PINGREE GROVE | 06/22/21 | Processed | 24.50 | USD |

*** Payment Code MHC Totals

| | | |
|---|---|---|
| Total Open Payments | 249 | 1,732,140.59 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code PCD

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 981 | 10 | 9103 | REM3 | COMCAST | PHILADELPHIA | 06/22/21 | Processed | 7,500.00 | USD |
| 982 | 10 | 20003 | | GENSBURG CALANDRIELLO & KA | CHICAGO | 06/22/21 | Processed | 6,000.00 | USD |
| 983 | 10 | 9801 | REM8 | PITNEY BOWES | PITTSBURGH | 06/22/21 | Processed | 3,337.35 | USD |

*** Payment Code PCD Totals

| | | |
|---|---|---|
| Total Open Payments | 3 | 16,837.35 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 2895 | 10 | 20775 | | ALPINE ACOUSTICS | SCHAUMBURG | 06/22/21 | Processed | 2,700.00 | USD |
| 2896 | 10 | 17067 | REM | AMALGAMATED BANK OF CHICAG | CHICAGO | 06/22/21 | Processed | 5,593,294.27 | USD |
| 2897 | 10 | 7006 | | CAREY ELECTRIC CONTRACTING | MCHENRY | 06/22/21 | Processed | 34,650.00 | USD |
| 2898 | 10 | 20428 | | CSG FORTE PAYMENTS INC | ALLEN | 06/22/21 | Processed | 5,434.98 | USD |
| 2899 | 10 | 20133 | | HUSAR ABATEMENT LTD | FRANKLIN PARK | 06/22/21 | Processed | 156,218.00 | USD |
| 2900 | 10 | 42320 | REM | ILLINOIS DEPART OF EMPLOYM | SPRINGFIELD | 06/22/21 | Processed | 24,303.75 | USD |
| 2901 | 10 | 7813 | REM2 | UNITED STATES TREASURY | OGDEN | 06/22/21 | Processed | 7,636.51 | USD |
| 2902 | 10 | 7813 | REM2 | UNITED STATES TREASURY | OGDEN | 06/22/21 | Processed | 4,966.22 | USD |
| 2903 | 10 | 1111 | | LAMP INC | ELGIN | 06/22/21 | Processed | 127,173.00 | USD |
| 2904 | 10 | 1111 | | LAMP INC | ELGIN | 06/22/21 | Processed | 6,835.00 | USD |
| 2905 | 10 | 1111 | | LAMP INC | ELGIN | 06/22/21 | Processed | 38,642.00 | USD |
| 2906 | 10 | 11219 | | MANUSOS GENERAL CONTRACTIN | FOX LAKE | 06/22/21 | Processed | 48,815.00 | USD |
| 2907 | 10 | 10903 | | RIEMER ENGINEERING AND LAN | PINGREE GROVE | 06/22/21 | Processed | 183,150.00 | USD |
| 2908 | 10 | 10903 | | RIEMER ENGINEERING AND LAN | PINGREE GROVE | 06/22/21 | Processed | 233,199.00 | USD |
| 2909 | 10 | 18380 | | RON JONES ELECTRIC INC | SOUTH ELGIN | 06/22/21 | Processed | 63,027.00 | USD |
| 2910 | 10 | 19598 | | SHALES MCNUTT LLC | ELGIN | 06/22/21 | Processed | 116,157.00 | USD |
| 2911 | 10 | 21113 | | STEELFAB INCORPORATED | KANKAKEE | 06/22/21 | Processed | 45,154.00 | USD |
| 2912 | 10 | 16599 | REM3 | US BANK | ST PAUL | 06/22/21 | Processed | 99,150.00 | USD |

*** Payment Code WIR Totals

| | | |
|---|---|---|
| Total Open Payments | 18 | 6,790,505.73 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

*** Cash Code HBAP Totals

| | | |
|---|---|---|
| Total Open Payments | 283 | 11,933,415.44 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

*** Pay Group D300 USD Totals

| | | |
|---|---|---|
| Total Open Payments | 283 | 11,933,415.44 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

# Cash Payment Register

AP265 Date: 06/07/21 JOB SUBMISSION PARAMETERS
Time: 13:33

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

| | | |
|---|---|---|
| Pay Group: | D300 | Community School District 300 |
| Company: | | |
| Process Level: | | |
| Cash Code: | | |
| or Cash Code Group: | | |
| or Cash Code List: | | |
| Payment Dates: | - | |
| Report Option: | C | Current |
| Document Currency: | A | Account Currency |
| Payment Code: | | |
| Format Option: | S | Standard |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164081 | 10 | 8788 | | DON BECKER | ELIGN | 06/07/21 | Processed | 62.00 | USD |
| 164082 | 10 | 7412 | | ROBERT W BROCK | HAMPSHIRE | 06/07/21 | Processed | 65.00 | USD |
| 164083 | 10 | 20244 | | MICHAEL BUCK | CRYSTAL LAKE | 06/07/21 | Processed | 195.00 | USD |
| 164084 | 10 | 15678 | | MICHAEL CITRANO | CARY | 06/07/21 | Processed | 68.00 | USD |
| 164085 | 10 | 19381 | | NICHOLAS R CLESEN | CARY | 06/07/21 | Processed | 186.00 | USD |
| 164086 | 10 | 21170 | | QUINTEN CONRAD | CRYSTAL LAKE | 06/07/21 | Processed | 124.00 | USD |
| 164087 | 10 | 20279 | | DILLON DELGADO | ALGONQUIN | 06/07/21 | Processed | 58.00 | USD |
| 164088 | 10 | 21107 | | ADRIAN DOBRINCU | HOFFMAN ESTATES | 06/07/21 | Processed | 55.00 | USD |
| 164089 | 10 | 19965 | | ORLANDO DOBRINCU | HOFFMAN ESTATES | 06/07/21 | Processed | 120.00 | USD |
| 164090 | 10 | 17623 | | DOMINO DAVID | NAPERVILLE | 06/07/21 | Processed | 68.00 | USD |
| 164091 | 10 | 20092 | | DOYLE STEVE | SPRING GROVE | 06/07/21 | Processed | 68.00 | USD |
| 164092 | 10 | 12601 | | PAUL DUCATO | CARPENTERSVILLE | 06/07/21 | Processed | 90.00 | USD |
| 164093 | 10 | 21156 | | ANDREW ECKELBERRY | BARTLETT | 06/07/21 | Processed | 68.00 | USD |
| 164094 | 10 | 16513 | | FINSTEIN MARK D | ELGIN | 06/07/21 | Processed | 65.00 | USD |
| 164095 | 10 | 19110 | | ROBERT FIORIO | SCHAUMBURG | 06/07/21 | Processed | 136.00 | USD |
| 164096 | 10 | 21175 | | JOHN FLYNN III | HANOVER PARK | 06/07/21 | Processed | 126.00 | USD |
| 164097 | 10 | 15143 | | JOHN J FLYNN JR | HANOVER PARK | 06/07/21 | Processed | 126.00 | USD |
| 164098 | 10 | 14546 | | ELIJAH FOREMAN | MACHESNEY PARK | 06/07/21 | Processed | 62.00 | USD |
| 164099 | 10 | 17629 | | JAMES FRANKLIN | HOFFMAN ESTATES | 06/07/21 | Processed | 65.00 | USD |
| 164100 | 10 | 14630 | | JIM FRANKLIN | WOODSTOCK | 06/07/21 | Processed | 62.00 | USD |
| 164101 | 10 | 8844 | | LARRY FREEMAN | EAST DUNDEE | 06/07/21 | Processed | 65.00 | USD |
| 164102 | 10 | 15692 | | TREVOR FULK | LAKE IN THE HILLS | 06/07/21 | Processed | 120.00 | USD |
| 164103 | 10 | 21200 | | STEVEN GARRISON | MONTGOMERY | 06/07/21 | Processed | 65.00 | USD |
| 164104 | 10 | 17297 | | TIMOTHY GORAJ | HUNTLEY | 06/07/21 | Processed | 130.00 | USD |
| 164105 | 10 | 11706 | | JOHN GOTTER | KINGSTON | 06/07/21 | Processed | 65.00 | USD |
| 164106 | 10 | 15735 | | SHELLEY A GRAY | ISLAND LAKE | 06/07/21 | Processed | 130.00 | USD |
| 164107 | 10 | 18022 | | JONATHAN HAND | MAPLE PARK | 06/07/21 | Processed | 65.00 | USD |
| 164108 | 10 | 8856 | | ROBERT J HANSEN | CRYSTAL LAKE | 06/07/21 | Processed | 65.00 | USD |
| 164109 | 10 | 20728 | | MITCHELL HELM | CRYSTAL LAKE | 06/07/21 | Processed | 172.00 | USD |
| 164110 | 10 | 14931 | | RUSSELL D HOWARD | HUNTLEY | 06/07/21 | Processed | 65.00 | USD |
| 164111 | 10 | 10242 | | MICHAEL HURCKES | RINGWOOD | 06/07/21 | Processed | 109.00 | USD |
| 164112 | 10 | 14020 | | JAMES A JABLONSKI | LAKE IN THE HILLS | 06/07/21 | Processed | 62.00 | USD |
| 164113 | 10 | 11057 | | TIM JACKSON | WAUCONDA | 06/07/21 | Processed | 120.00 | USD |
| 164114 | 10 | 18810 | | JENKINS JEFF | GILBERTS | 06/07/21 | Processed | 68.00 | USD |
| 164115 | 10 | 14767 | | GILBERT JOHNSON | CORTLAND | 06/07/21 | Processed | 62.00 | USD |
| 164116 | 10 | 11735 | | MIKE KLIPSTEIN | LAKEMOOR | 06/07/21 | Processed | 65.00 | USD |
| 164117 | 10 | 8886 | | DENNIS KNEIP | HAMPSHIRE | 06/07/21 | Processed | 65.00 | USD |
| 164118 | 10 | 21224 | | RICHARD KOSELKE | LOVES PARK | 06/07/21 | Processed | 62.00 | USD |
| 164119 | 10 | 13568 | | MIKE KOTIW | MCHENRY | 06/07/21 | Processed | 65.00 | USD |
| 164120 | 10 | 10335 | | MIKE M LAMAN | ROCKFORD | 06/07/21 | Processed | 110.00 | USD |
| 164121 | 10 | 15335 | | BRIAN J LOWRY | SCHAUMBURG | 06/07/21 | Processed | 65.00 | USD |
| 164122 | 10 | 14378 | | CHRIS MARKS | SCHAUMBURG | 06/07/21 | Processed | 68.00 | USD |
| 164123 | 10 | 1634 | | SCOTT MASSIE | CRYSTAL LAKE | 06/07/21 | Processed | 175.00 | USD |
| 164124 | 10 | 10269 | | SCOTT MCCLELLAN | CRYSTAL LAKE | 06/07/21 | Processed | 65.00 | USD |
| 164125 | 10 | 11737 | | TOM MILLER | DUNDEE | 06/07/21 | Processed | 240.00 | USD |
| 164126 | 10 | 10741 | | DAVE MOELLER | LAKE IN THE HILLS | 06/07/21 | Processed | 127.00 | USD |
| 164127 | 10 | 21172 | | RICH MONTBRIAND | BARTLETT | 06/07/21 | Processed | 113.00 | USD |
| 164128 | 10 | 8932 | | KEVIN T MOORE | ELGIN | 06/07/21 | Processed | 65.00 | USD |

# Cash Payment Register


Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

| Payment Number | Co | Vendor Number | Remit To | Name | City | Payment Date | Status | Payment Amount | Curr |
|---|---|---|---|---|---|---|---|---|---|
| 164129 | 10 | 21164 | | ANTHONY MULLENS | SHERIDAN | 06/07/21 | Processed | 65.00 | USD |
| 164130 | 10 | 10164 | | WILLIAM E ORRIS JR | OAKWOOD HILLS | 06/07/21 | Processed | 65.00 | USD |
| 164131 | 10 | 18586 | | CHRIS PACANA | WOODSTOCK | 06/07/21 | Processed | 65.00 | USD |
| 164132 | 10 | 13960 | | FRANK WAYNE REES | CRYSTAL LAKE | 06/07/21 | Processed | 62.00 | USD |
| 164133 | 10 | 21232 | | ZAC REIMER | WOODSTOCK | 06/07/21 | Processed | 62.00 | USD |
| 164134 | 10 | 14785 | | RAFAEL RIVERA JR | LAKE IN THE HILLS | 06/07/21 | Processed | 65.00 | USD |
| 164135 | 10 | 13701 | | SCOTT ROGOWSKI | ALGONQUIN | 06/07/21 | Processed | 68.00 | USD |
| 164136 | 10 | 21209 | | DUSTIN SARDELLI | WOODSTOCK | 06/07/21 | Processed | 65.00 | USD |
| 164137 | 10 | 19702 | | MICHAEL D SAVINO | LAKE IN THE HILLS | 06/07/21 | Processed | 62.00 | USD |
| 164138 | 10 | 10558 | | MATT SCHACHT | ELGIN | 06/07/21 | Processed | 130.00 | USD |
| 164139 | 10 | 13367 | | MIKE SCHMICKLEY | ALGONQUIN | 06/07/21 | Processed | 130.00 | USD |
| 164140 | 10 | 15065 | | ROBERT J SHEA | ALGONQUIN | 06/07/21 | Processed | 130.00 | USD |
| 164141 | 10 | 10966 | | PETER SMOK | CRYSTAL LAKE | 06/07/21 | Processed | 68.00 | USD |
| 164142 | 10 | 21221 | | DANIEL A STRICKLER | LAKE ZURICH | 06/07/21 | Processed | 109.00 | USD |
| 164143 | 10 | 10304 | | DON SWANSON | FOX LAKE | 06/07/21 | Processed | 65.00 | USD |
| 164144 | 10 | 21193 | | JOSEPH TEDESCHI | GILBERTS | 06/07/21 | Processed | 186.00 | USD |
| 164145 | 10 | 11073 | | WESLEY J TERRY | UNION | 06/07/21 | Processed | 65.00 | USD |
| 164146 | 10 | 15743 | | JAMES M VENTRONE | PORT BARRINGTON | 06/07/21 | Processed | 65.00 | USD |
| 164147 | 10 | 20037 | | MICHAEL S VEST | HARVARD | 06/07/21 | Processed | 109.00 | USD |
| 164148 | 10 | 14556 | | KEVIN WEISENBERGER | MCHENRY | 06/07/21 | Processed | 90.00 | USD |
| 164149 | 10 | 10243 | | SEAN WETENDORF | MCHENRY | 06/07/21 | Processed | 62.00 | USD |
| 164150 | 10 | 17913 | | LOUIS B WHITE | BUFFALO GROVE | 06/07/21 | Processed | 65.00 | USD |
| 164151 | 10 | 15554 | | ROBERT J WILLIAMS | CHICAGO | 06/07/21 | Processed | 65.00 | USD |
| 164152 | 10 | 17023 | | MIKE WILMOT | WOODSTOCK | 06/07/21 | Processed | 65.00 | USD |
| 164153 | 10 | 8479 | | RAY WINESBURG | ELGIN | 06/07/21 | Processed | 18.00 | USD |
| 164154 | 10 | 19113 | | BENJAMIN WINKELMAN | WOODSTOCK | 06/07/21 | Processed | 110.00 | USD |
| 164155 | 10 | 10594 | | JAMES WOODWARD | KIRKLAND | 06/07/21 | Processed | 128.00 | USD |
| 164156 | 10 | 12581 | | MICHAEL WOZNY | CRYSTAL LAKE | 06/07/21 | Processed | 62.00 | USD |
| 164157 | 10 | 19857 | | ERIC ZEITLER | CRYSTAL LAKE | 06/07/21 | Processed | 171.00 | USD |
| 164158 | 10 | 13629 | | ROB ZIELINSKI | MCHENRY | 06/07/21 | Processed | 109.00 | USD |

| | | |
|---|---|---|
| *** Payment Code MHC Totals | | |
| Total Open Payments | 78 | 7,098.00 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |
| *** Cash Code HBAP Totals | | |
| Total Open Payments | 78 | 7,098.00 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

# Cash Payment Register



*** Pay Group D300 USD Totals

| | | |
|---|---|---|
| Total Open Payments | 78 | 7,098.00 |
| Total Reconciled Payments | | 0.00 |
| Total Void Payments | | 0.00 |
| Total Stale Dated Payments | | 0 |
| Total Escheated Payments | | 0 |

Community Unit School District 300

## Tangible Stand Alone Donations

Donations to the District need to be approved prior to acceptance. Each building should complete a Tangible Stand Alone Donations form. The level of approval for donations depends upon various criteria. The process to follow is listed below:

- **Building or Land Additions/Modifications** – The Facility & Construction Oversight Committee will review any donations, which will add or modify the existing building or land structure. Prior to submission, a full accounting of the project must be completed which identifies the revenue sources available to complete the project**. Use the Site and Construction Donation form.**

- **Items > $5,000** – Buildings should submit a Request for Donation Approval to the Purchasing Department for any purchases greater than $5,000. Use this form.

- **Items <$5,000** – Buildings should submit a Request for Donation Approval to the Business Office - attention Gayle Seaton, for any purchases less than $5,000. Use this form.

The item value must include supplements from other revenue sources, e.g. building budgets, technology fees, etc., where applicable.

### Request for Donation Approval

| | |
|---|---|
| School/Location | Hampshire High School |
| School Location Contact Person | Jeff Ehardt |
| Project/Item Description/Serial # | 2008 Honda Accord, 216,000 miles,1HGCP26708A111437 |
| Contributor (Name) | Keith and Theresa Wrzala |
| Contributor (Address) | 1330 Pheasant Trail, Hampshire, IL 60140 |
| Contributor (Phone) | (224)428-7140 |
| Contributor (Email Address) | ktmm96@sbcglobal.net |
| Total Projected Costs | None |
| Additional Revenue Sources | |
| Expected Start Date | 6/1/2021 |
| Expected Completion Date | 6/1/2021 |
| | |
| Outcome | |
| Authorized By | |
| Comments | |

Included in your board package is the April 2021 Unaudited Treasurer and Financial Report. Report highlights are as follow:

**Treasurer Report**

As of April 30, 2021, the District had $126,518,774.85 of cash on hand. The cash balance by fund was:

| | |
|---|---|
| Operating Fund | $ 95,945,456.41 |
| Bond & Interest Fund | 712,596.91 |
| Site & Construction Fund | 29,860,721.53 |
| **Total** | **$ 126,518,774.85** |

**Financial Report Analysis-All Funds**

*Expenditures*- If the District were to spend their dollars evenly each month, expenditures through April should be at 83% of total expenditures. Listed below is a summary of cash expenditures to date as a percentage of total expenditures by fund.

| Fund | % of Budget | Comment |
|---|---|---|
| Education | 71.08% | We anticipate expenditures to be lower than budget at year end due to COVID-19 restrictions. As of April, teacher salaries for FY21 is at 69%, because their pay starts in late August and will accrue in June 2021 which aligns with the school year. |
| Operations & Maintenance | 70.15% | We anticipate this fund to be lower than the budget due to COVID 19 restrictions. |
| Bond & Interest | 98.82% | The bond & interest fund is used to pay our debt payments which are made in November, December and June. The initial payment of the new chrome book lease was made at the end of August. |
| Transportation | 59.88% | This fund is lower than trend, however in line due to COVID-19 operations. We anticipate expenditures to be lower than budget. |
| IMRF/Social Security | 73.01% | We anticipate this fund ending slightly lower than the budget. |
| Capital Projects | 64.76% | This fund is used to pay for our Summer Capital Projects. |
| Tort | 100.00% | The tort fund is used to pay our insurance premiums. These premiums are due in July. |

*Revenues*- The District has received 65.05% of its budgeted revenue compared 63.37% prior YTD.

**Financial Reporting Analysis- Operating Funds**

*Operating Fund Revenue Summary by Source*- 66.56% compared to 63.09% prior YTD

- Local Revenues is on target at 56.91% due to tax distribution timing and the tax collection rates;
- State Revenues are at 85.17%;
- Federal Revenues are at 77.86% and are in line with federal grant expenditures.

*Operating Fund Expenditure Summary by Object*- 70.60% compared to 71.97% prior YTD

- Salaries are at 71.73%-teacher and para salaries started in late August as previous school year wages were accrued in June 2020;
- Benefits are at 71.68%- teacher and para salaries started in late August as previous school year wages were accrued in June 2020;
- Purchase Services are below budget at 66.95% due to COVID-19 restrictions;
- Supplies/Materials are at 73.08%;
- Capital Outlay is at 48.01%;
- Other/Tuition is at 75.87%;
- Non-Capitalized Equipment (any equipment under our $5000 capitalization threshold) – is at 61.34% due to the chrome book refresh occurring in August.

**Monthly Notes**:

- Investment Income is at 50.00% of budget. Short term interest rates in April remained stable at 0.010%.
- The Tort Fund & Operations & Maintenance Fund have deficit balances of ($284,539 and ($25,673). As in previous years, property tax collections throughout the year will offset this deficit by the end of the fiscal year. The deficit is being covered by a loan from the working cash fund.
- Prior Period adjustments are related to FY2020 audit adjustments.

**COMMUNITY UNIT SCHOOL DISTRICT NO 300**
**UNAUDITED FINANCIAL REPORT NO. 10**
**April 30, 2021**
**June 8, 2021**

| | ED FUND | O&M FUND | B&I FUND | TRANS FUND | IMRF FUND | S&C FUND | WORKING CASH FUND | TORT FUND | TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| CASH BALANCE March 31, 2021 | $ 56,093,049 | $ 823,766 | $ 391,463 | $ 5,196,427 | $ 4,537,941 | $ 30,822,171 | $ 38,908,944 | $ (284,539) | $ 136,489,222 |
| PRIOR PERIOD ADJUSTMENTS | (341,401) | | 322,067 | | | | 1,354 | 17,980 | $ - |
| CASH RECEIPTS | 10,122,585 | 165,657 | 17 | 2,475,381 | 57 | 9,421 | 543 | - | $ 12,773,661 |
| CASH DISBURSEMENTS | (17,659,689) | (1,015,096) | (950) | (2,618,277) | (479,225) | (970,871) | - | - | $ (22,744,108) |
| CASH BALANCE April 30, 2021 | $ 48,214,544 | $ (25,673) | $ 712,597 | $ 5,053,531 | $ 4,058,772 | $ 29,860,722 | $ 38,910,841 | $ (266,559) | $ 126,518,775 |
| INTERFUND TRANSFERS/LOANS | - | 25,673 | | | | | (292,232) | 266,559 | - |
| ENDING CASH BALANCE April 30, 2021 | $ 48,214,544 | $ - | $ 712,597 | $ 5,053,531 | $ 4,058,772 | $ 29,860,722 | $ 38,618,609 | $ - | $ 126,518,775 |

| | |
|---|---|
| INVESTMENT INCOME YEAR TO DATE | $ 163,009 |

## TREASURER'S REPORT FOR THE MONTH OF APRIL 2021

| | | |
|---|---|---|
| **INVESTMENTS AT COST:** | | $ 126,518,774.85 |
| (See attached schedule for investment detail) | | |
| **MONTHLY PAYROLL:** | | |
| Educational Fund | $ 11,328,582.53 | |
| O&M Fund | $ 617,613.29 | |
| Transportation Fund | $ 39,120.17 | $ 11,985,315.99 |
| **PAYROLL RELATED EXPENDITURES:** | | |
| *(Not reflected in A/P Bill Listing)* | | |
| Educational, O&M and Transportation Funds; | | |
| Teachers, Retirement System | $ 702,618.99 | |
| Total Teachers, Retirement System | | $ 702,618.99 |
| Illinois Municipal Retirement Fund | | |
| IMRF | $ 214,283.77 | |
| FICA | $ 129,457.80 | |
| Medicare | $ 160,717.87 | |
| Total IMRF/FICA/Medicare Fund | | $ 504,459.44 |
| **Total Payroll and Related Expenditures** | | $ 13,192,394.42 |

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #10 - April 2020
By Fund, By Object

| **All Funds** | FY20 Budget | FY20 Actual | % of FY20 Budget |
|---|---|---|---|
| Local | 217,560,571 | 126,690,960 | 58.23% |
| State | 71,005,956 | 55,917,038 | 78.75% |
| Federal | 21,142,041 | 16,431,224 | 77.72% |
| Other Source | 4,400,000 | - | |
| Total Revenues | 314,108,568 | 199,039,222 | 63.37% |
| | | | |
| Salaries | 152,637,519 | 111,962,629 | 73.35% |
| Benefits | 42,372,198 | 29,994,198 | 70.79% |
| Purchased Services | 48,750,262 | 36,258,510 | 74.38% |
| Supplies/Materials | 13,206,604 | 8,682,624 | 65.74% |
| Capital Outlay | 12,514,683 | 12,614,724 | 100.80% |
| Other | 40,232,283 | 32,537,280 | 80.87% |
| Non-Capitalized Equipment | 7,196,232 | 1,271,972 | 17.68% |
| Total Expenditures | 316,909,781 | 233,321,937 | 73.62% |
| Revenues Over Disbursements | (2,801,213) | (34,282,715) | |
| Other Financing Sources | - | - | |
| Net Change to Fund Balance | (2,801,213) | (34,282,715) | |

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #10 - April 2020
By Fund, By Object

| **Operating Funds** | FY20 Budget | FY20 Actual | % of FY20 Budget |
|---|---|---|---|
| Local | 185,667,671 | 105,711,381 | 56.94% |
| State | 71,005,956 | 55,917,038 | 78.75% |
| Federal | 21,142,041 | 16,431,224 | 77.72% |
| Other Sources | 4,400,000 | - | |
| Total Revenues | 282,215,668 | 178,059,643 | 63.09% |
| | | | |
| Salaries | 152,637,519 | 111,962,629 | 73.35% |
| Benefits | 42,372,198 | 29,994,198 | 70.79% |
| Purchased Services | 48,737,762 | 36,248,493 | 74.37% |
| Supplies/Materials | 13,206,604 | 8,682,624 | 65.74% |
| Capital Outlay | 1,397,623 | 1,349,707 | 96.57% |
| Other/Tuition | 9,991,657 | 8,925,160 | 89.33% |
| Non-Capitalized Equipment | 7,196,232 | 1,142,289 | 15.87% |
| Total Expenditures | 275,539,595 | 198,305,100 | 71.97% |
| Revenues Over Disbursements | 6,676,073 | (20,245,457) | |
| Other Financing Sources | (5,672,783) | (2,958,083) | |
| Net Change to Fund Balance | 1,003,290 | (23,203,541) | |

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #10 - April 2020
By Fund, By Object

| **Fund 1-Educational** | FY20 Budget | FY20 Actual | % of FY20 Budget |
|---|---|---|---|
| Local | 144,051,356 | 83,001,723 | 57.62% |
| State | 63,505,956 | 52,260,081 | 82.29% |
| Federal | 21,142,041 | 16,431,224 | 77.72% |
| Other Sources | 4,400,000 | - | 0.00% |
| Total Revenues | 233,099,353 | 151,693,028 | 65.08% |
| | | | |
| Salaries | 144,086,635 | 104,729,136 | 72.68% |
| Benefits | 34,383,487 | 23,887,669 | 69.47% |
| Purchased Services | 29,196,462 | 21,800,354 | 74.67% |
| Supplies/Materials | 6,824,883 | 3,383,518 | 49.58% |
| Capital Outlay | 497,623 | 483,625 | 97.19% |
| Other/Tuition | 9,982,657 | 8,059,078 | 80.73% |
| Non-Capitalized Equipment | 7,074,732 | 1,139,294 | 16.10% |
| Total Expenditures | 232,046,479 | 163,482,674 | 70.45% |
| Revenues Over Disbursements | 1,052,874 | (11,789,646) | |
| Other Financing Source Transfers | (1,045,574) | (1,038,253) | |
| Net Change to Fund Balance | 7,300 | (12,827,899) | |
| | | | |
| **Fund 2-Operations & Maintenance** | | | |
| Local | 24,132,314 | 14,230,838 | 58.97% |
| State | - | - | |
| Other Sources | - | - | |
| Total Revenues | 24,132,314 | 14,230,838 | 58.97% |
| | | | |
| Salaries | 8,097,384 | 6,799,164 | 83.97% |
| Benefits | 1,464,600 | 1,254,244 | 85.64% |
| Purchased Services | 3,656,342 | 2,288,459 | 62.59% |
| Supplies/Materials | 5,186,186 | 4,475,723 | 86.30% |
| Capital Outlay | 890,000 | 830,244 | 93.29% |
| Other | 9,000 | 2,995 | 33.28% |
| Non-Capitalized Equipment | 118,500 | 131,787 | 111.21% |
| Total Expenditures | 19,422,012 | 15,782,616 | 81.26% |
| Revenues Over Disbursements | 4,710,302 | (1,551,778) | |
| Other Financing Source Transfers | (4,627,209) | (1,919,830) | |
| Net Change to Fund Balance | 83,093 | (3,471,608) | |
| | | | |
| **Fund 3-Bond & Interest** | | | |
| Local | 27,239,900 | 15,105,033 | 55.45% |
| Other Sources | - | - | |
| Total Revenues | 27,239,900 | 15,105,033 | 55.45% |
| | | | |
| Purchased Services | 12,500 | 10,017 | 80.13% |
| Other | 30,240,626 | 24,475,207 | 80.93% |
| Total Expenditures | 30,253,126 | 24,485,223 | 80.93% |
| Revenues Over Disbursements | (3,013,226) | (9,380,190) | |
| Other Financing Sources/(Uses) | 3,172,783 | 2,958,083 | |
| Net Change to Fund Balance | - | (6,422,107) | |

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #10 - April 2020
By Fund, By Object

| **Fund 4-Transportation** | FY20 Budget | FY20 Actual | % of FY20 Budget |
|---|---|---|---|
| Local | 8,310,116 | 4,061,092 | 48.87% |
| State | 7,500,000 | 3,656,957 | 48.76% |
| Other Sources | - | - | |
| Total Revenues | 15,810,116 | 7,718,049 | 48.82% |
| | | | |
| Salaries | 453,500 | 434,329 | 95.77% |
| Benefits | 24,111 | 11,115 | 46.10% |
| Purchased Services | 14,122,175 | 10,397,897 | 73.63% |
| Supplies/Materials | 1,196,535 | 823,383 | 68.81% |
| Capital Outlay | 10,000 | 35,837 | 0.00% |
| Other | - | - | 0.00% |
| Non-Capitalized Equipment | 3,000 | 891 | 29.70% |
| Total Expenditures | 15,809,321 | 11,703,453 | 74.03% |
| Revenues Over Disbursements | 795 | (3,985,404) | |
| Other Financing Sources | - | - | |
| Net Change to Fund Balance | 795 | (3,985,404) | |
| | | | |
| **Fund 5-IMRF/Social Security** | | | |
| Local | 6,273,717 | 2,985,577 | 47.59% |
| Total Revenues | 6,273,717 | 2,985,577 | 47.59% |
| | | | |
| Benefits | 6,500,000 | 4,841,171 | 74.48% |
| Total Expenditures | 6,500,000 | 4,841,171 | 74.48% |
| Revenues Over Disbursements | (226,283) | (1,855,594) | |
| Other Financing Sources | - | - | |
| Net Change to Fund Balance | (226,283) | (1,855,594) | |
| | | | |
| **Fund 6-Capital Projects** | | | |
| Local | 4,653,000 | 5,874,546 | 126.25% |
| Other Sources | - | - | 0.00% |
| Total Revenues | 4,653,000 | 5,874,546 | 126.25% |
| | | | |
| Salaries | - | - | 0.00% |
| Benefits | - | - | 0.00% |
| Purchased Services | - | - | 0.00% |
| Supplies/Materials | - | - | 0.00% |
| Capital Outlay | 11,117,060 | 11,265,017 | 101.33% |
| Other | - | - | |
| Total Expenditures | 11,117,060 | 11,265,017 | 101.33% |
| Revenues Over Disbursements | (6,464,060) | (5,390,471) | |
| Other Financing Sources | 2,500,000 | - | |
| Net Change to Fund Balance | (3,964,060) | (5,390,471) | |

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #10 - April 2020
By Fund, By Object

| **Fund 7-Working Cash** | FY20 Budget | FY20 Actual | % of FY20 Budget |
|---|---|---|---|
| Local | 1,089,574 | 500,009 | 45.89% |
| Total Revenues | 1,089,574 | 500,009 | 45.89% |
| Total Expenditures | - | - | 0.00% |
| Revenues Over Disbursements | 1,089,574 | 500,009 | |
| Other Financing Uses | - | - | |
| Net Change to Fund Balance | 1,089,574 | 500,009 | |
| **Fund 8-Tort** | | | |
| Local | 1,810,594 | 932,142 | 51.48% |
| Total Revenues | 1,810,594 | 932,142 | 51.48% |
| Purchase Services | 1,761,783 | 1,761,783 | 100.00% |
| Total Expenditures | 1,761,783 | 1,761,783 | 100.00% |
| Revenues Over Disbursements | 48,811 | (829,641) | |
| Other Financing Uses | - | - | |
| Net Change to Fund Balance | 48,811 | (829,641) | |

April 30, 2020

**COMMUNITY UNIT SCHOOL DISTRICT #300**

Summary of Fiscal Year Investment Activity-All Funds

| Depository or Instrument | Type | # | Bank Year | Date Purchased | Date of Maturity | Term (Days) | Rate (%) | Par/Face | Principal Invested | Earnings to Maturity | Principal Invested @ 04/30/20 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **OPERTATING FUND INVESTMENTS** | | | | | | | | | | | |
| PACIFIC WESTERN BANK | CD | | 365 | 2/8/2019 | 8/8/2019 | 181 | | 249,947 | 246,900 | - | - |
| US Treasure N/B 912828TNO | SEC | | 365 | 9/6/2018 | 8/31/2019 | 359 | | 5,570,000 | 5,495,153 | - | - |
| Morgan Stanley Private Bank 61760ADR7 | DTC | | 365 | 8/31/2017 | 9/3/2019 | 733 | | 247,000 | 247,000 | - | - |
| Equity Bank, National Association | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| First Resource Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 219,690 | 214,472 | - | - |
| InterBank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 218,119 | 212,937 | - | - |
| Progress Bank and Trust | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 177,275 | 173,064 | - | - |
| Central Bank and Trust Co. | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 165,045 | 161,124 | - | - |
| Signature Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 63,957 | 62,438 | - | - |
| Parke Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| East West Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Flagstar Bank, FSB | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Central Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Bank of Fayette County | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Chemical Bank/First Place Bank | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Bank of American, National Association | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 247,824 | 241,937 | - | - |
| Landmark Bank, N.A. | CDR | | 365 | 9/13/2018 | 9/12/2019 | 364 | | 246,321 | 240,470 | - | - |
| Texas Star Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Wilmington Savings Fund Society, FSB | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Middlesex Federal Savings, F.A. | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| BUSEY BANK, First Community Financial Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Amarillo National Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Centier Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Bryn Mawr Trust Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Liberty Bank & Trust Company | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Regent Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Bank of Edwardsville | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Columbia State Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 246,968 | 243,997 | - | - |
| Kentucky Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| BankFirst Financial Services | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 160,064 | 158,139 | - | - |
| Mabrey Bank/Citizens Security Bank & Trust Con | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 96,067 | 94,912 | - | - |
| 1st Colonial National Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 32,469 | 32,078 | - | - |
| Dime Bank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 32,468 | 32,078 | - | - |
| Mauch Chunk Trust Company | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| MutualBank | CDR | | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Landmark Community Bank | CDR | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Union First Market Bank | CDR | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| BANK HAPOALIM B.M. | CDR | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Capitol Bank | CDR | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| Opus Bank | CDR | 365 | 3/21/2019 | 9/19/2019 | 182 | | 249,602 | 246,600 | - | - |
| First Mid-Illinois Bank & Trust | CD | 365 | 10/3/2018 | 10/3/2019 | 365 | 2.664% | 249,885 | 243,400 | - | - |
| Eaglebank | CD | 365 | 10/3/2018 | 10/3/2019 | 365 | 2.551% | 249,917 | 243,700 | - | - |
| Eclipse Bank, Inc. | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Cattle National Bank & Trust Company | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Wallkill Valley Federal Savings & Loan Associatic | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Treynor State Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Horatio State Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| PEOPLES TRUST & SAVINGS BANK | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Provident Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Town and Country Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Howard Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| First National Bank of Syracuse | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 223,317 | 217,778 | - | - |
| Marlborough Savings Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 118,846 | 115,899 | - | - |
| Bank of Western Oklahoma | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Mabrey Bank/Citizens Security Bank & Trust Con | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 27,066 | 26,395 | - | - |
| First Bankers Trust Company, NA | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 18,529 | 18,070 | - | - |
| Community Bankers Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 9,265 | 9,035 | - | - |
| State Bank of Toledo | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| State Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Monona State Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| First Bank & Trust - Lubbock | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Prairie Community Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Farmers & Merchants Bank of Colby | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| Ameris Bank | CDR | 365 | 10/11/2018 | 10/10/2019 | 364 | 2.550% | 248,084 | 241,931 | - | - |
| FED HOME LN DISCOUNT NT - 313384QB8 | SEC | 365 | 9/5/2019 | 12/4/2019 | 90 | 1.870% | 7,000,000 | 6,967,433 | - | - |
| FED HOME LN DISCOUNT NT - 313384QJ1 | SEC | 365 | 9/16/2019 | 12/11/2019 | 86 | 1.830% | 5,021,000 | 4,999,146 | - | - |
| BANKUNITED NA | CD | 365 | 5/24/2019 | 12/23/2019 | 213 | 2.350% | 10,137,137 | 10,000,000 | - | - |
| Fairfield National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Citizens Alliance Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Peoples State Bank of Hallettsville | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| High Plains Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Dakota Western Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Peoples Bank, National Association | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| First State Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Landmark National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| QNB Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| RepublicBankAz, N.A. | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |

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|---|---|---|---|---|---|---|---|---|---|---|
| TexStar National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Bath Savings Institution | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| First Farmers and Merchants Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Heritage Bank National Association | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 79,091 | 78,266 | - | - |
| Pioneer Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 9,773 | 9,671 | - | - |
| United Community Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 5,067 | 5,014 | - | - |
| Simmons First National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 3,547 | 3,510 | - | - |
| Mascoma Savings Bank (MHC) | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| C US Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| ADAMS BANK & TRUST | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Executive National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Charter West National Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Home Bank, National Association | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Isabella Bank | CDR | 365 | 6/27/2019 | 12/26/2019 | 182 | 2.111% | 247,758 | 245,177 | - | - |
| Bremer Bank, NA | CD | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.220% | 249,948 | 246,900 | - | - |
| FINANCIAL FEDERAL BANK | CD | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.150% | 249,954 | 247,000 | - | - |
| FIRST NATIONAL BANK / THE FIRST , NA | CD | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.117% | 249,908 | 247,000 | - | - |
| US TREASURY N/B (1.250%) 912828h52 | SEC | 365 | 8/12/2019 | 1/31/2020 | 172 | 1.830% | 2,255,000 | 2,248,922 | - | - |
| US TREASURY N/B (1.375%) 912828UL2 | SEC | 365 | 9/5/2019 | 1/31/2020 | 148 | 1.810% | 4,750,000 | 4,741,650 | - | - |
| Bank OZK | CD | 365 | 8/9/2019 | 2/5/2020 | 180 | 1.878% | 249,995 | 247,700 | - | - |
| PACIFIC WESTERN BANK | CD | 365 | 8/9/2019 | 2/5/2020 | 180 | 1.832% | 249,937 | 247,700 | - | - |
| FIRST INTERNET BANK OF INDIANA | CD | 365 | 8/9/2019 | 2/5/2020 | 180 | 1.832% | 249,938 | 247,700 | - | - |
| CIBC BANK USA / PRIVATE BANK - MI | CD | 365 | 8/9/2019 | 2/5/2020 | 180 | 1.831% | 249,937 | 247,700 | - | - |
| HOME EXCHANGE BANK | CD | 365 | 8/9/2019 | 2/5/2020 | 180 | 1.851% | 249,962 | 247,700 | - | - |
| Reliance Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| First National Bank and Trust Company | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Business First Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| BLUE RIDGE BANK, NA | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Bank of Tioga | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| FirstCapital Bank of Texas, N.A. / First National B | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Frontier Bank of Texas | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| CENTRAL BANK OF THE OZARKS | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Dacotah Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| CFBank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| First national Bank of Manchester | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Great Plains State Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Bank of Washington | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 193,750 | 188,866 | - | - |
| Bank of Springfield | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 186,746 | 182,039 | - | - |
| First Resource Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 28,205 | 27,494 | - | - |
| Frontier Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| CapStar Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Peoples Neighborhood Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |

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|---|---|---|---|---|---|---|---|---|---|---|
| UNITY BANK NORTH | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Commercial State Bank of Wagner | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| Old National Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| State Bank | CDR | 365 | 2/14/2019 | 2/13/2020 | 364 | 2.600% | 248,453 | 242,190 | - | - |
| BANK OF BARODA (1.950%) 06063HGK3 | DTC | 365 | 8/15/2019 | 2/18/2020 | 187 | 1.840% | 247,000 | 247,138 | - | 247,607.37 |
| COMERICA BANK TEXAS (1.900%) 200339ET2 | DTC | 365 | 8/16/2019 | 2/18/2020 | 186 | 1.830% | 247,000 | 247,087 | - | 247,607.37 |
| STERLING NATL BANK NY (1.900%) 85942AAE | DTC | 365 | 8/16/2019 | 2/18/2020 | 186 | 1.830% | 247,000 | 247,087 | - | 247,607.37 |
| MERCHANTS BNK OF INDIANA (1.950%) 5884 | DTC | 365 | 8/19/2019 | 2/19/2020 | 184 | 1.850% | 247,000 | 247,123 | - | 247,607.37 |
| SAFRA NATIONAL BANK (1.900%) 78658Q7K3 | DTC | 365 | 8/20/2019 | 2/20/2020 | 184 | 1.830% | 247,000 | 247,086 | - | 247,607.37 |
| FIRST FINANCIAL NORTHWES (1.900%) 3202 | DTC | 365 | 8/20/2019 | 2/20/2020 | 184 | 1.830% | 249,000 | 249,087 | - | 247,607.37 |
| TREASURY BILL - 912796TG4 | SEC | 365 | 9/5/2019 | 2/20/2020 | 168 | 1.770% | 14,112,000 | 13,998,267 | - | - |
| Middlesex Federal Savings, F.A. | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Amarillo National Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Georgia Banking Company | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Southern Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| MutualBank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Bankers' Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Parke Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Access National Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Landmark Bank, N.A. | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 242,244 | 240,095 | - | - |
| United Community Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 242,205 | 240,056 | - | - |
| Bank3 | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 232,449 | 230,387 | - | - |
| West Texas State Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Hershey State Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 226,488 | 224,479 | - | - |
| Mabrey Bank / Citizens Security Bank & Trust Co | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 95,750 | 94,901 | - | - |
| First National Bank of Granbury | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 25,165 | 24,942 | - | - |
| Bank of Edwardsville | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| West Gate Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Spencer Savings Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Bank of America, National Association | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| First National Bank & Trust of Elk City | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Southern States Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| Capitol Bank | CDR | 365 | 9/19/2019 | 3/19/2020 | 182 | 1.800% | 248,778 | 246,571 | - | - |
| US TREASURY N/B (1.375%) 912828J84 | SEC | 365 | 9/5/2019 | 3/31/2020 | 208 | 1.750% | 11,207,000 | 11,183,360 | - | - |
| US TREASURY N/B (1.500%) 912828X21 | SEC | 365 | 9/5/2019 | 4/15/2020 | 223 | 1.720% | 4,233,000 | 4,227,378 | - | - |
| KS STATEBANK/KANSAS STATE BANK OF M/ | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| VALLEY NATIONAL BANK | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| Equitable Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 196,903 | 192,060 | - | - |
| Univest Bank & Trust Co. | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 187,110 | 182,508 | - | - |
| Mound City Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 170,039 | 165,857 | - | - |
| First Virginia Community Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 37,113 | 36,200 | - | - |
| Virginia National Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |

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|---|---|---|---|---|---|---|---|---|---|---|
| First Intercontinental Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| American National Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| Orange Bank & Trust Co. | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| Western Alliance Bank/Aliance Bank of AZ | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| AVB Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| First Western Trust Bank | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| RENASANT BANK | CDR | 365 | 5/2/2019 | 4/30/2020 | 364 | 2.535% | 248,448 | 242,338 | - | - |
| Bankwest of Kansas | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| State Bank & Trust Company | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Bank of Akron | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Legacy Texas Bank/ViewPoint Bank MHC | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First National Bank of Oklahoma | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| OakStar Bank, National Association | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Peoples Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Centreville Savings Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Farmers Savings Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Liberty National Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| FirstBank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Bank 7 | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| OLD SECOND NATIONAL BANK | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Bank of Glen Ullin | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| West Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First National Bank of Fort Smith | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Saco & Biddeford Savings Institution | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Bank Midwest | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First Freedom Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Aquesta Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| USNY Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Freedom Bank of Virginia | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| United Bank/Bank of Georgetown | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First State Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Planters Bank, Inc | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| River City Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| American Bank and Trust Company | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Farmers and Merchants State Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Crossroads Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First Bankers Trust Company, NA | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 229,892 | 224,238 | 5,653.88 | 224,237.64 |
| Texas National Bank of Jacksonville | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 226,694 | 221,119 | 5,575.25 | 221,119.11 |
| Thomas County Federal Savings & Loan Associa | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 195,686 | 190,873 | 4,812.63 | 190,873.11 |
| Union Bank Company | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 190,744 | 186,053 | 4,691.09 | 186,052.84 |
| TIAA, FSB/Everbank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| First Federal Community Bank of Bucyrus | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 157,195 | 153,329 | 3,866.01 | 153,329.46 |

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|---|---|---|---|---|---|---|---|---|---|---|
| BCB Community Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 125,743 | 122,650 | 3,092.48 | 122,650.46 |
| Waterford Bank, N.A. | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 103,090 | 100,555 | 2,535.37 | 100,555.00 |
| Robertson Banking Company | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 97,256 | 94,864 | 2,391.89 | 94,864.35 |
| Bank of Oak Ridge | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 91,094 | 88,854 | 2,240.34 | 88,853.97 |
| Morton Community Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 65,551 | 63,939 | 1,612.14 | 63,938.76 |
| First National Bank of Syracuse | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 24,803 | 24,193 | 610.00 | 24,193.14 |
| First National Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 18,556 | 18,100 | 456.37 | 18,099.90 |
| Mainstreet Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 11,645 | 11,359 | 286.39 | 11,358.63 |
| Spirit of Texas Bank, SSB | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 9,278 | 9,050 | 228.18 | 9,049.95 |
| Heritage Bank, Inc. | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Peoples National Bank, NA | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 9,237 | 9,010 | 227.35 | 9,009.78 |
| Old Line Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Liberty National Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| Waumandee State Bank | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| BOKF, National Association | CDR | 365 | 5/9/2019 | 5/7/2020 | 364 | 2.535% | 248,448 | 242,338 | 6,110.24 | 242,337.54 |
| SONABANK | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.490% | 249,870 | 243,800 | 6,070.24 | 243,800.00 |
| Modern Bank, National Association | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.350% | 249,836 | 244,100 | 5,736.32 | 244,100.00 |
| Prudential Bank | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.347% | 249,830 | 244,100 | 5,730.24 | 244,100.00 |
| FIELDPOINT PRIVATE BANK & TRUST | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.340% | 249,900 | 244,200 | 5,699.83 | 244,200.00 |
| Premier Bank | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.300% | 249,817 | 244,200 | 5,616.68 | 244,200.00 |
| FIRST CAPITAL BANK | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.300% | 249,817 | 244,200 | 5,616.60 | 244,200.00 |
| Rockford B&TC | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.343% | 249,818 | 244,100 | 5,718.05 | 244,100.00 |
| East Boston Savings Bank | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.301% | 249,818 | 244,200 | 5,617.93 | 244,200.00 |
| Brookline Bank | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.333% | 249,879 | 244,200 | 5,678.88 | 244,200.00 |
| TBK BANK, SSB/THE NATIONAL BANK | CD | 365 | 5/9/2019 | 5/8/2020 | 365 | 2.301% | 249,818 | 244,200 | 5,618.03 | 244,200.00 |
| Bank OZK (LOC) | CD | 365 | 6/11/2019 | 6/10/2020 | 365 | 2.136% | 17,158,868 | 16,800,000 | 358,867.90 | 16,800,000.00 |
| PREFERRED BANK | CD | 365 | 6/11/2019 | 6/12/2020 | 367 | 2.276% | 146,255 | 143,000 | 3,254.52 | 143,000.00 |
| THIRD COAST BANK, SSB | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.175% | 249,921 | 244,600 | 5,320.85 | 244,600.00 |
| BROADWAY FEDERAL BANK, F.S.B. | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.247% | 249,878 | 244,400 | 5,477.81 | 244,400.00 |
| GRANITE COMMUNITY BANK / FIRST NB OF ( | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.150% | 249,859 | 244,600 | 5,258.90 | 244,600.00 |
| Bank OZK (LOC) | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.136% | 9,192,248 | 9,000,000 | 192,247.78 | 9,000,000.00 |
| Bank OZK (LOC) | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.136% | 7,275,562 | 7,123,400 | 152,161.98 | 7,123,400.00 |
| Bank OZK (LOC) | CD | 365 | 6/13/2019 | 6/12/2020 | 365 | 2.136% | 8,170,887 | 8,000,000 | 170,886.91 | 8,000,000.00 |
| PINNACLE BANK | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Tristate Capital Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| John Marshall Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Century Bank & Trust | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Union Bank & Trust Company | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| First National Bank, Sallisaw | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Jersey Shore State Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| First Liberty Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Bank of England | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Signature | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 184,328 | 179,797 | 4,531.58 | 179,796.56 |
| Morton Community Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 182,895 | 178,399 | 4,496.35 | 178,398.78 |
| IBERIABANK | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Waterford Bank, N.A. | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 145,356 | 141,783 | 3,573.48 | 141,782.54 |
| BCB Community Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 122,704 | 119,687 | 3,016.59 | 119,687.08 |
| Mainstreet Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 101,798 | 99,295 | 2,502.63 | 99,295.25 |
| First Federal Bank of Midwest | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 73,987 | 72,168 | 1,818.91 | 72,167.62 |
| Thomas County Federal Savings & Loan Associa | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 52,762 | 51,464 | 1,297.11 | 51,464.43 |
| Pacific Premier Bank / Plaza Bank / Bank of Man | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 37,112 | 36,200 | 912.38 | 36,199.80 |
| Landmark Bank, N.A. | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 1,507 | 1,470 | 37.01 | 1,469.76 |
| Armstrong Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Independent Bank / Bank of Houston | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| CENTRAL BANK OF OKLAHOMA / ONB Bank a | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Farmers & Merchants Union Bank | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Pinnacle Bank - Wyoming | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| Bank of Belleville | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| ST. LOUIS BANK | CDR | 365 | 6/20/2019 | 6/18/2020 | 364 | 2.534% | 248,445 | 242,338 | 6,107.86 | 242,337.54 |
| CORNERSTONE BANK - YORK NEBRASKA | CD | 365 | 6/24/2019 | 6/24/2020 | 366 | 2.279% | 249,876 | 244,300 | 5,575.52 | 244,300.00 |
| Newbank, NA | CD | 365 | 6/24/2019 | 6/24/2020 | 366 | 2.239% | 249,887 | 244,400 | 5,487.33 | 244,400.00 |
| City First Bank of D.C., National Association | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Meridian Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Investors Community Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Tri-State Bank of Memphis | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Bank Plus | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Independent Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Arbor Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Merrick Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| First Federal Bank of Midwest | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 173,765 | 170,170 | 3,595.11 | 170,169.92 |
| Heritage Bank National Association | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 167,316 | 163,854 | 3,461.68 | 163,853.97 |
| MainStreet Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 134,466 | 131,684 | 2,782.03 | 131,683.65 |
| Union Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Mabrey Bank/Citizens Security Bank & Trust Con | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 123,242 | 120,692 | 2,549.81 | 120,692.05 |
| South Carolina Community Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 36,964 | 36,200 | 764.72 | 36,199.77 |
| Calhoun County Bank, Inc. | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Live Oak Banking Company | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| McFarland State Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Beneficial State Bank / OneCalifornia Bank, FSB | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Central Bank of St. Louis / First National Bank of | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| Belmont Bank & Trust Company | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| SouthPoint Bank | CDR | 365 | 6/27/2019 | 6/25/2020 | 364 | 2.124% | 247,457 | 242,338 | 5,119.77 | 242,337.54 |
| US TREASURY N/B (1.375%) 912828L32 | SEC | 365 | 9/5/2019 | 8/31/2020 | 361 | 1.650% | 3,759,000 | 3,748,868 | 10,131.68 | 3,748,868.32 |
| First Mid-Illinois Bank & Trust | CD | 365 | 1/31/2020 | 2/1/2021 | 367 | 1.562% | 249,965 | 246,100 | 3,865.15 | 246,100.00 |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Royal Business Bank | CD | 365 | 1/31/2020 | 2/1/2021 | 367 | 1.488% | 249,985 | 246,300 | 3,684.75 | 246,300.00 |
| Landmark Community Bank | CD | 365 | 1/31/2020 | 2/1/2021 | 367 | 1.438% | 249,963 | 246,400 | 3,562.69 | 246,400.00 |
| First National Bank/The First, NA | CD | 365 | 1/31/2020 | 2/1/2021 | 367 | 1.468% | 249,921 | 246,300 | 3,621.02 | 246,300.00 |
| Bank of the West SF CA (1.650%) | DTC | 365 | 2/5/2020 | 2/4/2022 | 730 | 1.550% | 245,000 | 245,241 | - | 247,607.37 |
| Morgan Stanley Bank NA (1.700%) | DTC | 365 | 2/6/2020 | 8/6/2021 | 547 | 1.660% | 247,000 | 247,146 | - | 247,607.37 |
| Morgan Stanley Private Bank (1.700%) | DTC | 365 | 2/6/2020 | 8/6/2021 | 547 | 1.660% | 247,000 | 247,146 | - | 247,607.37 |
| BMW Bank North America (1.600%) | DTC | 365 | 2/7/2020 | 8/9/2021 | 549 | 1.600% | 248,000 | 248,147 | - | 247,607.37 |
| Wells Fargo Natl Bk West (1.650%) | DTC | 365 | 2/10/2020 | 8/10/2021 | 547 | 1.650% | 249,000 | 249,184 | - | 247,607.37 |
| NEXBANK, SSB-ICS | SDA | | 4/30/2020 | | | 0.250% | 812 | 812 | | 812 |
| CITIBANK | SDA | | 4/30/2020 | | | 0.100% | 775 | 775 | | 775 |
| PONCE BANK | SDA | | 4/30/2020 | | | 1.100% | 5,023,201 | 5,023,201 | | 5,023,201 |
| Bank of China | SDA | | 4/30/2020 | | | 1.100% | 5,746,878 | 5,746,878 | | 5,746,878 |
| | | | | | | | | | | |
| PMA/ISDLAF Liquid #10254-101 | Short term trust deposit | 365 | | as needed | n/a | 0.630% | | - | - | - |
| PMA/ISDLAF Max #10254-101 | Short term trust deposit | 365 | | as needed | n/a | 0.710% | | 16,323,479.29 | - | 16,323,479.29 |
| PMA/ISDLAF Liquid #10254-104 | Short term trust deposit | 365 | | as needed | n/a | 0.630% | | 3,051,339.89 | - | 3,051,339.89 |
| **Total Operating Investments with PMA** | | | | | | | | | | $ 100,347,317.74 |
| | | | | | | | | | Outstanding Items | (2,797,476.25) |
| | | | | | | | | | Bond & Interest Fund Transfers | 180,732.34 |
| | | | | | | | | | Construction Fund Transfers | (21,002,297.80) |
| **TOTALS OPERATING FUNDS AS OF** | | | | 30-Apr-20 | | | | | | $ 76,728,276.03 |
| **TOTALS BOND AND INTEREST FUND INVESTMENTS AS OF** (see page 9 for details): | | | | 30-Apr-20 | | | | | | $ 1,226,622.46 |
| **TOTAL CONSTRUCTION FUND INVESTMENTS AS OF** (see page 10 for details): | | | | 30-Apr-20 | | | | | | $ 21,002,297.80 |
| | | | | | | | | | | |
| **TOTAL FUNDS INVESTED** (Including Construction and Bond & Interest Fund) | | | | 30-Apr-20 | | | | | | **$ 98,957,196.29** |

**COMMUNITY UNIT SCHOOL DISTRICT #300**

Summary of Fiscal Year Investment Activity-Bond and Interest Fund

| Depository or Instrument | Type | # | Bank Year | Date Purchased | Date of Maturity | Term (Days) | Rate (%) | Par/Face | Principal Invested | Earnings to Maturity | Principal Invested @ 04/30/20 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **BOND AND INTEREST FUND INVESTMENTS** | | | | | | | | | | | |
| PLATINUM BANK | CD | | 365 | 7/2/2018 | 7/2/2019 | 365 | | 102,300 | 100,000 | - | - |
| Morgan Stanley Private Bank 61747MYP0 | DTC | | 365 | 8/31/2017 | 9/3/2019 | 733 | | 247,000 | 247,000 | - | 247,607.37 |
| US TREASURY N/B (1.375%) 912796SY6 | SEC | | 365 | 9/5/2019 | 12/26/2019 | 112 | 1.840% | 43,240,000 | 4,299,786 | - | - |
| Mechanics Savings Bank | CD | | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.112% | 249,901 | 247,000 | - | - |
| BANK LEUMI USA | CD | | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.100% | 249,986 | 247,100 | - | - |
| Franklin Synergy Bank | CD | | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.100% | 249,986 | 247,100 | - | - |
| Associated Bank, NA | CD | | 365 | 6/11/2019 | 12/31/2019 | 203 | 2.080% | 159,727 | 157,900 | - | - |
| Nexbank, SSB | CD | | 365 | 6/24/2019 | 12/31/2019 | 190 | 2.210% | 249,942 | 247,100 | - | - |
| Servisfirst Bank | CD | | 365 | 6/24/2019 | 12/31/2019 | 190 | 2.212% | 249,946 | 247,100 | - | - |
| Vast Bank/Valley National Bank | CD | | 365 | 7/2/2019 | 12/31/2019 | 182 | 1.971% | 100,983 | 100,000 | - | - |
| Bank OZK (LOC) | CD | | 365 | 7/11/2019 | 12/31/2019 | 173 | 2.001% | 1,211,379 | 1,200,000 | - | - |
| Bank of China | CD | | 365 | 3/5/2019 | 3/4/2020 | 365 | 2.641% | 204,255 | 199,000 | - | - |
| Preferred Bank | CD | | 365 | 3/5/2019 | 3/4/2020 | 365 | 2.584% | 103,610 | 101,000 | - | - |
| CFG Community Bank | CD | | 365 | 5/16/2019 | 5/15/2020 | 365 | 2.393% | 249,838 | 244,000 | 5,837.70 | 244,000.00 |
| Texas Capital Bank | CD | | 365 | 5/16/2019 | 5/15/2020 | 365 | 2.330% | 249,874 | 244,200 | 5,674.31 | 244,200.00 |
| Border State Bank | CD | | 365 | 5/29/2019 | 5/28/2020 | 365 | 2.290% | 249,893 | 244,300 | 5,593.37 | 244,300.00 |
| Community State Bank-OK | CD | | 365 | 1/2/2019 | 12/31/2020 | 729 | 2.806% | 249,225 | 236,000 | 13,224.61 | 236,000.00 |
| PMA 1994 Escrow Fund; #10254-103-Liquid | Short term trust deposit | | 365 | | as needed | n/a | 0.63% | | 0.00 | - | - |
| PMA 1994 Escrow Fund; #10254-103-Max | Short term trust deposit | | 365 | | as needed | n/a | 0.71% | | 383,324.86 | - | 383,324.86 |
| **Total B&I Investments with PMA** | | | | | | | | | | | 1,351,824.86 |
| USBank Intercept Escrow Fund 400554.1 | MMA | | | | | | | | 33,981.42 | - | 33,981.42 |
| USBank Bond Pool Fund 431613.1 | MMA | | | | | | | | 21,548.52 | - | 21,548.52 |
| **Total B&I Investments with US Bank** | | | | | | | | | 55,529.94 | | 55,529.94 |
| **TOTAL BOND AND INTEREST FUNDS INVESTMENTS AS OF:** | | | | 30-Apr-20 | | | | | 55,529.94 | | 1,407,354.80 |

| | |
|---|---|
| Outstanding Items | - |
| Operating Fund Transfers | (180,732.34) |
| Cash Balance Per General Ledger | $ 1,226,622.46 |

April 30, 2020

**COMMUNITY UNIT SCHOOL DISTRICT #300**

Summary of Fiscal Year Investment Activity-Construction Fund

| Depository or Instrument | Type | # | Bank Year | Date Purchased | Date of Maturity | Term (Days) | Rate (%) | Par/Face | Principal Invested | to Maturity | Invested @ 04/30/20 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **CONSTRUCTION FUND INVESTMENTS FUND INVESTMENTS** | | | | | | | | | | | |
| PMA/ISDLAF Liquid #10254-210 | Short term trust deposit | | 365 | | as needed | n/a | 0.63% | | - | - | - |
| PMA/ISDLAF Max #10254-210 | Short term trust deposit | | 365 | | as needed | n/a | 0.63% | | - | - | - |
| PMA/ISDLAF Max #10254-211 | Short term trust deposit | | 365 | | as needed | n/a | 0.71% | | - | - | - |
| **TOTAL CONSTRUCTION FUNDS INVESTMENTS AS OF:** | | | | 30-Apr-20 | | | | | - | - | - |

| | |
|---|---|
| Outstanding Items | - |
| Operating Fund Transfers | 21,002,297.80 |
| Cash Balance Per General Ledger | $ 21,002,297.80 |

# Balance Sheet



| Consolidated | | Educational Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 30,970,309.89 | 22,446,326.28 | 8,523,983.61 | 38.0 |
| 8014-0000 | Payroll Account | 61,172.76- | 64,160.41- | 2,987.65 | 4.7- |
| 8015-0000 | Flex Account | 9,006.56 | 11,034.76 | 2,028.20- | 18.4- |
| 8016-0000 | Board Account Deposits | 4,222.19 | 25,158.08 | 20,935.89- | 83.2- |
| 8017-0000 | Student Payments Account | 2,682.73 | 8,720.10 | 6,037.37- | 69.2- |
| | Total Cash | 30,925,048.61 | 22,427,078.81 | 8,497,969.80 | 37.9 |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8190-0000 | Grants Receivable | 9,375,193.05 | 9,375,193.05 | 0.00 | |
| 8192-0000 | Property Taxes Receivable | 63,377,909.00 | 63,379,428.00 | 1,519.00- | |
| | Total 110-122 | 72,753,102.05 | 72,754,621.05 | 1,519.00- | |
| 8400 | Other Current Assets | | | | |
| 8486-0000 | Invoice Tolerance | .01 | .03 | .02- | 66.7- |
| | Total Other Current Assets | .01 | .03 | .02- | 66.7- |
| | Total Receivables | 72,753,102.06 | 72,754,621.08 | 1,519.02- | |
| | Total Current Assets | 103,678,150.67 | 95,181,699.89 | 8,496,450.78 | 8.9 |
| | Total Assets | 103,678,150.67 | 95,181,699.89 | 8,496,450.78 | 8.9 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9011-0000 | Accounts Payable | 1,191,480.18- | 620,971.41- | 570,508.77- | 91.9 |
| 9021-0000 | Accrued Payroll | 1,547.89 | 1,547.89 | 0.00 | |
| 9022-0000 | Deferred Revenue | 62,578,126.12- | 62,578,126.12- | 0.00 | |
| 9025-0000 | Unclaimed Property Liability | 81,979.21- | 0.00 | 81,979.21- | |
| 9098-0000 | Premium Group Term Life (Noncash) ( | 12,854.85- | 12,903.28- | 48.43 | .4- |
| | Total Current Liabilities | 63,862,892.47- | 63,210,452.92- | 652,439.55- | 1.0 |
| 9300 | Payroll Deductions | | | | |
| 9301-0000 | Federal Withholding Tax Payable | 350.48 | 384.53- | 735.01 | 191.1- |
| 9302-0000 | SIT Payable | 1.22 | 90.99 | 89.77- | 98.7- |
| 9304-0000 | FICA Payable | 0.00 | 27,048.20 | 27,048.20- | 100.0- |
| 9305-0000 | Medicare Only Payable | 0.00 | 34,304.40 | 34,304.40- | 100.0- |
| 9310-0000 | Annuities Payable | 0.00 | 51.74 | 51.74- | 100.0- |
| 9311-0000 | Student Fees Payable | 110,274.10- | 110,274.10- | 0.00 | |
| 9320-0000 | Employee Disability/Life Payable | 22,211.87 | 26,218.97 | 4,007.10- | 15.3- |
| 9321-0000 | FSA | 30,787.32- | 14,134.52 | 44,921.84- | 317.8- |
| 9325-0000 | Health Savings Account (HSA) | 324,800.93- | 18,645.84- | 306,155.09- | 1641.9 |
| 9330-0000 | TRS | 4,965.19- | 5,283.03- | 317.84 | 6.0- |
| 9340-0000 | THIS-Employee | 144.01 | 72.34 | 71.67 | 99.1 |
| 9362-0000 | Garnishments | 547.43- | 0.00 | 547.43- | |
| | Total Payroll Deductions | 448,667.39- | 32,666.34- | 416,001.05- | 1273.5 |

# Balance Sheet



| Consolidated | | Educational Fund | | Consolidated | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| 9400 | Other Payables | | | | |
| 9402-0000 | Owed to Foundation | 1,408.34 | 1,433.34 | 25.00- | 1.7- |
| 9403-0000 | Owed to Settlement | 1,257.50- | 1,257.50- | 0.00 | |
| 9404-0000 | Owed to Building-Music Donations | 1,075.01- | 0.00 | 1,075.01- | |
| 9410-0000 | Owed to Building-Vending | 185,516.62- | 158,659.75- | 26,856.87- | 16.9 |
| 9411-0000 | Owed to Building-Picture Money | 138,913.42- | 117,990.28- | 20,923.14- | 17.7 |
| 9412-0000 | Owed to Building-ACT Prep Program | 171,430.38- | 153,778.46- | 17,651.92- | 11.5 |
| 9413-0000 | Owed to Building-Physical Education | 221,274.16- | 210,248.30- | 11,025.86- | 5.2 |
| 9414-0000 | Owed to Building-Athletics | 454,452.37- | 405,507.41- | 48,944.96- | 12.1 |
| 9415-0000 | Owed to Building-Yearbook | 126,412.07- | 125,422.13- | 989.94- | .8 |
| 9416-0000 | Owed to Building-Year in Review Vid | 3,300.15- | 3,266.15- | 34.00- | 1.0 |
| 9417-0000 | Owed to Building-Athletic Tournamen | 201,505.21- | 217,277.75- | 15,772.54 | 7.3- |
| 9418-0000 | Owed to Building-Assignment Books | 2,820.00- | 2,820.00- | 0.00 | |
| 9419-0000 | Owed to Building-Other | 265,867.66- | 251,731.19- | 14,136.47- | 5.6 |
| 9420-0000 | Owed to Building - Spec Olympics | 5,022.31- | 5,022.31- | 0.00 | |
| 9421-0000 | Owed to Building - Admin Mentoring | 10,220.75- | 10,220.75- | 0.00 | |
| 9422-0000 | Owed to Building - Corporate Sponso | 16,348.42- | 16,637.20- | 288.78 | 1.7- |
| 9423-0000 | Owed to Building - Athletc Donation | 34,908.41- | 98,560.64- | 63,652.23 | 64.6- |
| 9424-0000 | Owed To Building - Musical | 141,584.26- | 122,422.35- | 19,161.91- | 15.7 |
| 9425-0000 | Owed to Building - Summer Camps | 5,046.57- | 158,893.99- | 153,847.42 | 96.8- |
| 9426-0000 | Owed to Building - Library | 84,675.81- | 62,214.54- | 22,461.27- | 36.1 |
| 9429-0000 | Owed to Building - BPAC | 360.64- | 360.64- | 0.00 | |
| 9430-0000 | Owed to Building - Donations | 37,065.45- | 31,649.42- | 5,416.03- | 17.1 |
| 9434-0000 | Owed to Buildings-Basketball | 6,376.18- | 10,667.32- | 4,291.14 | 40.2- |
| 9437-0000 | Owed to Buildings-Softball | 250.00- | 250.00- | 0.00 | |
| 9460-0000 | Other Payables | 2,092,217.68 | 1,360,443.61 | 731,774.07 | 53.8 |
| 9461-0000 | Credit Card Payable | 482.96- | 482.96- | 0.00 | |
| 9463-0000 | Summer Camp-Bowling | .30- | .30- | 0.00 | |
| 9464-0000 | Summer Camp-Girls Basketball | 1,319.07- | 3,340.00- | 2,020.93 | 60.5- |
| 9465-0000 | Summer Camp-Boys Basketball | 4,890.73- | 12,099.48- | 7,208.75 | 59.6- |
| 9466-0000 | Summer Camp-Coed Tennis | 3,143.70- | 1,811.59- | 1,332.11- | 73.5 |
| 9467-0000 | Summer Camp-Football | 1,907.23- | 4,375.00- | 2,467.77 | 56.4- |
| 9468-0000 | Summer Camp-Coed Volleyball | 2,099.84 | 724.84 | 1,375.00 | 189.7 |
| 9469-0000 | Summer Camp-Coed Wrestling | 1,503.24- | 1,225.00- | 278.24- | 22.7 |
| 9470-0000 | Summer Camp-Boys Baseball | 1,885.96- | 6,194.70- | 4,308.74 | 69.6- |
| 9471-0000 | Summer Camp-Girls Softball | 223.56- | 705.87 | 929.43- | 131.7- |
| 9472-0000 | Sports Camp-Elementary | 586.57- | 586.57- | 0.00 | |
| 9473-0000 | Summer Camp-Coed Soccer | 1,540.44- | 5,851.60- | 4,311.16 | 73.7- |
| 9474-0000 | Summer Camp-Cheerleading | 41.90- | 1,290.00- | 1,248.10 | 96.8- |
| 9475-0000 | Custodial Services | 148,699.54- | 94,896.98- | 53,802.56- | 56.7 |
| 9477-0000 | Summer Camp-Coed Basketball | 372.00- | 235.00- | 137.00- | 58.3 |
| 9478-0000 | Summer Camp-Girls Soccer | .45- | 0.00 | .45- | |
| 9479-0000 | Summer Camp-Coed Cross Country | 67.44- | 190.00- | 122.56 | 64.5- |
| 9480-0000 | Summer Camp-Boys Lacrosse | 375.43- | 250.00- | 125.43- | 50.2 |
| 9481-0000 | Summer Camp-Girls Lacrosse | .29- | 0.00 | .29- | |
| 9482-0000 | Summer Camp-Dance Camp | 1,398.46- | 275.00- | 1,123.46- | 408.5 |
| 9483-0000 | Summer Camp-Boys Soccer | 5,661.75- | 1,750.00- | 3,911.75- | 223.5 |
| 9484-0000 | Summer Camp-Girls Golf | 567.00- | 375.00- | 192.00- | 51.2 |
| 9485-0000 | Summer Camp-Boys Golf | 1,560.00- | 0.00 | 1,560.00- | |
| 9486-0000 | Summer Camp-Girls Volleyball | 8,172.58- | 4,625.00- | 3,547.58- | 76.7 |
| 9488-0000 | Summer Camp-Marching Band | 589.60- | 3,420.00- | 2,830.40 | 82.8- |
| 9490-0000 | Summer Camp-Coed Baseball | 221.27 | 0.00 | 221.27 | |

# Balance Sheet



| Consolidated | | Educational Fund | | Consolidated | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| 9400 | Other Payables | | | | |
| 9491-0000 | Summer Camp-Coed Lacrosse | 71.69 | 50.00- | 121.69 | 243.4- |
| 9492-0000 | Summer Camp-Strength & Conditioning | 64.00- | 0.00 | 64.00- | |
| 9495-0000 | Ed Services Donations | 520.65- | 0.00 | 520.65- | |
| 9496-0000 | FSL Events-Donations | 71.56- | 0.00 | 71.56- | |
| 9497-0000 | Coffee Shop | 4,575.19- | 0.00 | 4,575.19- | |
| 9498-0000 | Owed to Special Events | 1,741.77- | 2,361.78- | 620.01 | 26.3- |
| 9499-0000 | Owed to Wellness | 7,150.00- | 255.00- | 6,895.00- | 2703.9 |
| | Total Other Payables | 218,777.90- | 947,491.38- | 728,713.48 | 76.9- |
| | Total Liabilities | 64,530,337.76- | 64,190,610.64- | 339,727.12- | .5 |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 53,703,191.39- | 47,090,176.75- | 6,613,014.64- | 14.0 |
| 9950-0000 | Current Year Net Change in Fund Balan | 14,555,378.48 | 16,099,580.33 | 1,544,201.85- | 9.6- |
| 9998-0000 | Error Suspense Payroll | 0.00 | 492.83- | 492.83 | 100.0- |
| | Total Equity | 39,147,812.91- | 30,991,089.25- | 8,156,723.66- | 26.3 |
| | Total Liabilities & Fund Equit | 103,678,150.67- | 95,181,699.89- | 8,496,450.78- | 8.9 |

# Balance Sheet



Consolidated Health Insurance Fund Consolidated

| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
|---|---|---|---|---|---|
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 4,690,850.46 | 3,735,176.86 | 955,673.60 | 25.6 |
| | Total Cash | 4,690,850.46 | 3,735,176.86 | 955,673.60 | 25.6 |
| | Total Current Assets | 4,690,850.46 | 3,735,176.86 | 955,673.60 | 25.6 |
| | Total Assets | 4,690,850.46 | 3,735,176.86 | 955,673.60 | 25.6 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9300 | Payroll Deductions | | | | |
| 9322-0000 | Employee Health Payable | 4,571,991.55- | 3,638,088.32- | 933,903.23- | 25.7 |
| 9323-0000 | Employee Dental Payable | 122,377.25- | 124,423.27- | 2,046.02 | 1.6- |
| 9324-0000 | Employee Vision Payable | 3,518.34 | 27,334.73 | 23,816.39- | 87.1- |
| | Total Payroll Deductions | 4,690,850.46- | 3,735,176.86- | 955,673.60- | 25.6 |
| | Total Liabilities | 4,690,850.46- | 3,735,176.86- | 955,673.60- | 25.6 |
| | Total Liabilities & Fund Equit | 4,690,850.46- | 3,735,176.86- | 955,673.60- | 25.6 |

# Balance Sheet



| Consolidated | | Grant Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 2,155,880.94 | 2,661,891.85 | 506,010.91- | 19.0- |
| | Total Cash | 2,155,880.94 | 2,661,891.85 | 506,010.91- | 19.0- |
| | Total Current Assets | 2,155,880.94 | 2,661,891.85 | 506,010.91- | 19.0- |
| | Total Assets | 2,155,880.94 | 2,661,891.85 | 506,010.91- | 19.0- |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9011-0000 | Accounts Payable | 5,906.48- | 906,095.78- | 900,189.30 | 99.3- |
| | Total Current Liabilities | 5,906.48- | 906,095.78- | 900,189.30 | 99.3- |
| | Total Liabilities | 5,906.48- | 906,095.78- | 900,189.30 | 99.3- |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 422,494.69- | 0.00 | 422,494.69- | |
| 9950-0000 | Current Year Net Change in Fund Balan | 1,727,479.77- | 1,755,796.07- | 28,316.30 | 1.6- |
| | Total Equity | 2,149,974.46- | 1,755,796.07- | 394,178.39- | 22.5 |
| | Total Liabilities & Fund Equit | 2,155,880.94- | 2,661,891.85- | 506,010.91 | 19.0- |

# Balance Sheet



Balance Sheet
For Period 10 Ending April 30, 2020 Fiscal Year 2020

Consolidated — Operations & Maintenance Fund — Consolidated

| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
|---|---|---|---|---|---|
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 684,625.81- | 2,163,879.15- | 1,479,253.34 | 68.4- |
| | Total Cash | 684,625.81- | 2,163,879.15- | 1,479,253.34 | 68.4- |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8192-0000 | Property Taxes Receivable | 10,021,556.00 | 10,021,556.00 | 0.00 | |
| | Total 110-122 | 10,021,556.00 | 10,021,556.00 | 0.00 | |
| 8400 | Other Current Assets | | | | |
| 8486-0000 | Invoice Tolerance | .01 | .03- | .04 | 133.3- |
| | Total Other Current Assets | .01 | .03- | .04 | 133.3- |
| | Total Receivables | 10,021,556.01 | 10,021,555.97 | .04 | |
| | Total Current Assets | 9,336,930.20 | 7,857,676.82 | 1,479,253.38 | 18.8 |
| | Total Assets | 9,336,930.20 | 7,857,676.82 | 1,479,253.38 | 18.8 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9011-0000 | Accounts Payable | 40,189.26- | 108,439.55 | 148,628.81- | 137.1- |
| 9022-0000 | Deferred Revenue | 9,920,673.00- | 9,920,673.00- | 0.00 | |
| | Total Current Liabilities | 9,960,862.26- | 9,812,233.45- | 148,628.81- | 1.5 |
| 9300 | Payroll Deductions | | | | |
| 9320-0000 | Employee Disability/Life Payable | 12,478.42- | 11,372.70- | 1,105.72- | 9.7 |
| 9321-0000 | FSA | 5,419.10- | 4,466.76- | 952.34- | 21.3 |
| 9325-0000 | Health Savings Account (HSA) | 7,032.30- | 100.00 | 7,132.30- | 7132.3- |
| | Total Payroll Deductions | 24,929.82- | 15,739.46- | 9,190.36- | 58.4 |
| 9400 | Other Payables | | | | |
| 9410-0000 | Owed to Building-Vending | 440.83- | 440.83- | 0.00 | |
| 9460-0000 | Other Payables | 441.00 | 441.00 | 0.00 | |
| | Total Other Payables | .17 | .17 | 0.00 | |
| | Total Liabilities | 9,985,791.91- | 9,827,972.74- | 157,819.17- | 1.6 |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 2,822,746.50- | 2,909,164.33- | 86,417.83 | 3.0- |
| 9950-0000 | Current Year Net Change in Fund Balan | 3,471,608.21 | 4,879,460.25 | 1,407,852.04- | 28.9- |
| | Total Equity | 648,861.71 | 1,970,295.92 | 1,321,434.21- | 67.1- |
| | Total Liabilities & Fund Equit | 9,336,930.20- | 7,857,676.82- | 1,479,253.38- | 18.8 |

# Balance Sheet



| Consolidated | | Bond & Interest Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 1,226,622.46 | 1,459,053.98 | 232,431.52- | 15.9- |
| | Total Cash | 1,226,622.46 | 1,459,053.98 | 232,431.52- | 15.9- |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8192-0000 | Property Taxes Receivable | 13,670,218.00 | 13,670,218.00 | 0.00 | |
| | Total 110-122 | 13,670,218.00 | 13,670,218.00 | 0.00 | |
| | Total Receivables | 13,670,218.00 | 13,670,218.00 | 0.00 | |
| | Total Current Assets | 14,896,840.46 | 15,129,271.98 | 232,431.52- | 1.5- |
| | Total Assets | 14,896,840.46 | 15,129,271.98 | 232,431.52- | 1.5- |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9022-0000 | Deferred Revenue | 13,497,122.00- | 13,497,122.00- | 0.00 | |
| | Total Current Liabilities | 13,497,122.00- | 13,497,122.00- | 0.00 | |
| | Total Liabilities | 13,497,122.00- | 13,497,122.00- | 0.00 | |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 7,821,825.37- | 9,496,497.82- | 1,674,672.45 | 17.6- |
| 9950-0000 | Current Year Net Change in Fund Balan | 6,422,106.91 | 7,864,347.84 | 1,442,240.93- | 18.3- |
| | Total Equity | 1,399,718.46- | 1,632,149.98- | 232,431.52 | 14.2- |
| | Total Liabilities & Fund Equit | 14,896,840.46- | 15,129,271.98- | 232,431.52 | 1.5- |

# Balance Sheet



| Consolidated | | Transportation Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 2,270,180.65- | 263,857.72- | 2,006,322.93- | 760.4 |
| | Total Cash | 2,270,180.65- | 263,857.72- | 2,006,322.93- | 760.4 |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8190-0000 | Grants Receivable | 3,226,802.00 | 3,226,802.00 | 0.00 | |
| 8192-0000 | Property Taxes Receivable | 2,779,704.00 | 2,779,704.00 | 0.00 | |
| | Total 110-122 | 6,006,506.00 | 6,006,506.00 | 0.00 | |
| 8400 | Other Current Assets | | | | |
| 8486-0000 | Invoice Tolerance | .02- | .07- | .05 | 71.4- |
| | Total Other Current Assets | .02- | .07- | .05 | 71.4- |
| | Total Receivables | 6,006,505.98 | 6,006,505.93 | .05 | |
| | Total Current Assets | 3,736,325.33 | 5,742,648.21 | 2,006,322.88- | 34.9- |
| | Total Assets | 3,736,325.33 | 5,742,648.21 | 2,006,322.88- | 34.9- |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9011-0000 | Accounts Payable | 311,968.54 | 274,265.63 | 37,702.91 | 13.7 |
| 9022-0000 | Deferred Revenue | 2,740,433.00- | 2,740,433.00- | 0.00 | |
| | Total Current Liabilities | 2,428,464.46- | 2,466,167.37- | 37,702.91 | 1.5- |
| 9300 | Payroll Deductions | | | | |
| 9320-0000 | Employee Disability/Life Payable | 176.44- | 185.25- | 8.81 | 4.8- |
| 9321-0000 | FSA | 1,275.08 | 1,324.96- | 2,600.04 | 196.2- |
| | Total Payroll Deductions | 1,098.64 | 1,510.21- | 2,608.85 | 172.7- |
| | Total Liabilities | 2,427,365.82- | 2,467,677.58- | 40,311.76 | 1.6- |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 5,294,363.40- | 3,673,179.38- | 1,621,184.02- | 44.1 |
| 9950-0000 | Current Year Net Change in Fund Balan | 3,985,403.89 | 398,208.75 | 3,587,195.14 | 900.8 |
| | Total Equity | 1,308,959.51- | 3,274,970.63- | 1,966,011.12 | 60.0- |
| | Total Liabilities & Fund Equit | 3,736,325.33- | 5,742,648.21- | 2,006,322.88 | 34.9- |

# Balance Sheet



| Consolidated | | Municipal Retirement Fund | | Consolidated | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 3,500,130.33 | 3,325,724.84 | 174,405.49 | 5.2 |
| | Total Cash | 3,500,130.33 | 3,325,724.84 | 174,405.49 | 5.2 |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8192-0000 | Property Taxes Receivable | 3,373,438.00 | 3,373,438.00 | 0.00 | |
| | Total 110-122 | 3,373,438.00 | 3,373,438.00 | 0.00 | |
| | Total Receivables | 3,373,438.00 | 3,373,438.00 | 0.00 | |
| | Total Current Assets | 6,873,568.33 | 6,699,162.84 | 174,405.49 | 2.6 |
| | Total Assets | 6,873,568.33 | 6,699,162.84 | 174,405.49 | 2.6 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9022-0000 | Deferred Revenue | 3,328,193.00- | 3,328,193.00- | 0.00 | |
| | Total Current Liabilities | 3,328,193.00- | 3,328,193.00- | 0.00 | |
| | Total Liabilities | 3,328,193.00- | 3,328,193.00- | 0.00 | |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 4,125,512.15- | 3,798,360.37- | 327,151.78- | 8.6 |
| 9950-0000 | Current Year Net Change in Fund Balan | 580,136.82 | 427,390.53 | 152,746.29 | 35.7 |
| | Total Equity | 3,545,375.33- | 3,370,969.84- | 174,405.49- | 5.2 |
| | Total Liabilities & Fund Equit | 6,873,568.33- | 6,699,162.84- | 174,405.49- | 2.6 |

# Balance Sheet



Balance Sheet
For Period 10 Ending April 30, 2020 Fiscal Year 2020

Consolidated — Social Security/Medicare Fund — Consolidated

| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
|---|---|---|---|---|---|
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 99,425.53 | 964,712.66 | 865,287.13- | 89.7- |
| | Total Cash | 99,425.53 | 964,712.66 | 865,287.13- | 89.7- |
| | Total Current Assets | 99,425.53 | 964,712.66 | 865,287.13- | 89.7- |
| | Total Assets | 99,425.53 | 964,712.66 | 865,287.13- | 89.7- |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9300 | Payroll Deductions | | | | |
| 9304-0000 | FICA Payable | 18,659.31- | 18,434.57- | 224.74- | 1.2 |
| 9305-0000 | Medicare Only Payable | 8,169.89- | 8,224.61- | 54.72 | .7- |
| | Total Payroll Deductions | 26,829.20- | 26,659.18- | 170.02- | .6 |
| | Total Liabilities | 26,829.20- | 26,659.18- | 170.02- | .6 |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 1,348,053.52- | 1,588,241.03- | 240,187.51 | 15.1- |
| 9950-0000 | Current Year Net Change in Fund Balan | 1,275,457.19 | 650,187.55 | 625,269.64 | 96.2 |
| | Total Equity | 72,596.33- | 938,053.48- | 865,457.15 | 92.3- |
| | Total Liabilities & Fund Equit | 99,425.53- | 964,712.66- | 865,287.13 | 89.7- |

# Balance Sheet



Consolidated — Site & Construction Fund — Consolidated

| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
|---|---|---|---|---|---|
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 6,711,624.68 | 9,253,380.36 | 2,541,755.68- | 27.5- |
| | Total Cash | 6,711,624.68 | 9,253,380.36 | 2,541,755.68- | 27.5- |
| | Total Current Assets | 6,711,624.68 | 9,253,380.36 | 2,541,755.68- | 27.5- |
| | Total Assets | 6,711,624.68 | 9,253,380.36 | 2,541,755.68- | 27.5- |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9011-0000 | Accounts Payable | 401,540.26 | 401,225.26 | 315.00 | .1 |
| | Total Current Liabilities | 401,540.26 | 401,225.26 | 315.00 | .1 |
| | Total Liabilities | 401,540.26 | 401,225.26 | 315.00 | .1 |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 12,465,528.10- | 7,831,463.84- | 4,634,064.26- | 59.2 |
| 9950-0000 | Current Year Net Change in Fund Balan | 5,352,363.16 | 1,823,141.78- | 7,175,504.94 | 393.6- |
| | Total Equity | 7,113,164.94- | 9,654,605.62- | 2,541,440.68 | 26.3- |
| | Total Liabilities & Fund Equit | 6,711,624.68- | 9,253,380.36- | 2,541,755.68 | 27.5- |

# Balance Sheet



| Consolidated | | Impact Fees Fund | | Consolidated | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 14,290,673.12 | 14,206,363.29 | 84,309.83 | .6 |
| | Total Cash | 14,290,673.12 | 14,206,363.29 | 84,309.83 | .6 |
| | Total Current Assets | 14,290,673.12 | 14,206,363.29 | 84,309.83 | .6 |
| | Total Assets | 14,290,673.12 | 14,206,363.29 | 84,309.83 | .6 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 14,328,780.85- | 13,370,814.43- | 957,966.42- | 7.2 |
| 9950-0000 | Current Year Net Change in Fund Balan | 38,107.73 | 835,548.86- | 873,656.59 | 104.6- |
| | Total Equity | 14,290,673.12- | 14,206,363.29- | 84,309.83- | .6 |
| | Total Liabilities & Fund Equit | 14,290,673.12- | 14,206,363.29- | 84,309.83- | .6 |

# Balance Sheet



| Consolidated | | Working Capital Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 38,429,010.66 | 37,568,855.71 | 860,154.95 | 2.3 |
| | Total Cash | 38,429,010.66 | 37,568,855.71 | 860,154.95 | 2.3 |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8192-0000 | Property Taxes Receivable | 23,311.00 | 23,311.00 | 0.00 | |
| | Total 110-122 | 23,311.00 | 23,311.00 | 0.00 | |
| | Total Receivables | 23,311.00 | 23,311.00 | 0.00 | |
| | Total Current Assets | 38,452,321.66 | 37,592,166.71 | 860,154.95 | 2.3 |
| | Total Assets | 38,452,321.66 | 37,592,166.71 | 860,154.95 | 2.3 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| LIABILITIES | Liabilities | | | | |
| 9000 | Current Liabilities | | | | |
| 9022-0000 | Deferred Revenue | 21,404.00- | 21,404.00- | 0.00 | |
| | Total Current Liabilities | 21,404.00- | 21,404.00- | 0.00 | |
| | Total Liabilities | 21,404.00- | 21,404.00- | 0.00 | |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 37,930,908.70- | 36,910,212.27- | 1,020,696.43- | 2.8 |
| 9950-0000 | Current Year Net Change in Fund Balan | 500,008.96- | 660,550.44- | 160,541.48 | 24.3- |
| | Total Equity | 38,430,917.66- | 37,570,762.71- | 860,154.95- | 2.3 |
| | Total Liabilities & Fund Equit | 38,452,321.66- | 37,592,166.71- | 860,154.95- | 2.3 |

# Balance Sheet



| Consolidated | | Tort Immunity Fund | Consolidated | | |
|---|---|---|---|---|---|
| Account Nbr | Description | Current Year | Previous Year | Change | Percent |
| ASSETS | Assets | | | | |
| CURASSETS | Current Assets | | | | |
| 8000 | Cash | | | | |
| 8010-0000 | Cash | 162,525.32- | 66,208.82- | 96,316.50- | 145.5 |
| | Total Cash | 162,525.32- | 66,208.82- | 96,316.50- | 145.5 |
| RECEIVABLES | Receivables | | | | |
| 8100 | 110-122 | | | | |
| 8192-0000 | Property Taxes Receivable | 1,519.00 | 0.00 | 1,519.00 | |
| | Total 110-122 | 1,519.00 | 0.00 | 1,519.00 | |
| | Total Receivables | 1,519.00 | 0.00 | 1,519.00 | |
| | Total Current Assets | 161,006.32- | 66,208.82- | 94,797.50- | 143.2 |
| | Total Assets | 161,006.32- | 66,208.82- | 94,797.50- | 143.2 |
| LIABFBAL | Liabilities & Fund Equity | | | | |
| FUNDBAL | Equity | | | | |
| 9900-0000 | Fund Balance | 668,634.98- | 712,572.25- | 43,937.27 | 6.2- |
| 9950-0000 | Current Year Net Change in Fund Balan | 829,641.30 | 778,781.07 | 50,860.23 | 6.5 |
| | Total Equity | 161,006.32 | 66,208.82 | 94,797.50 | 143.2 |
| | Total Liabilities & Fund Equit | 161,006.32 | 66,208.82 | 94,797.50 | 143.2 |

# Income Statement



| Consolidated | | Educational Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 54,773,237.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 264,297.85 | 0.00 | 0.00 | 62,205,968.72 | 54,536,574.00 | 114.06 |
| 1113-0000 | Other PR YR General Levies | 0.00 | 0.00 | 0.00 | 146,728.31- | 0.00 | 0.00 |
| 1141-0000 | CUR YR Special Education Levy | 0.00 | 0.00 | 0.00 | 0.00 | 14,008,953.00 | 0.00 |
| 1142-0000 | First PR YR Special Education | 0.00 | 0.00 | 0.00 | 14,902,384.66 | 13,557,892.00 | 109.92 |
| 1311-0000 | Tuition from Pupils or Parents | 0.00 | 0.00 | 0.00 | 270.00 | 20,000.00 | 1.35 |
| 1321-0000 | Summer School Tuition from Pup | 35.00 | 0.00 | 0.00 | 594.99 | 10,000.00 | 5.95 |
| 1342-0000 | Special Education Tuition from | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 | 0.00 |
| 1511-0000 | Interest on Investments | 43,548.70 | 0.00 | 0.00 | 792,299.40 | 850,000.00 | 93.21 |
| 1611-0000 | Sales to Pupils - Lunch | 4,736.88 | 0.00 | 0.00 | 1,202,918.04 | 1,470,000.00 | 81.83 |
| 1612-0000 | Sales to Pupils - Breakfast | 42.69 | 0.00 | 0.00 | 111,894.94 | 139,000.00 | 80.50 |
| 1613-0000 | Sales to Pupils - A La Carte | 223.76 | 0.00 | 0.00 | 586,444.29 | 725,000.00 | 80.89 |
| 1621-0000 | Sales to Adults | 16.51 | 0.00 | 0.00 | 43,227.86 | 54,000.00 | 80.05 |
| 1726-0000 | Musical Instrument Rental | 0.00 | 0.00 | 0.00 | 368.83 | 0.00 | 0.00 |
| 1727-0000 | Athletic Fees | 19,847.59- | 0.00 | 0.00 | 256,587.85 | 424,300.00 | 60.47 |
| 1728-0000 | Driver Education Behind the Wh | 3,135.41 | 0.00 | 0.00 | 42,760.72 | 44,400.00 | 96.31 |
| 1729-0000 | Flex PE Fees | 185.00 | 0.00 | 0.00 | 10,773.54 | 17,400.00 | 61.92 |
| 1792-0000 | Music Special Events | 660.00- | 0.00 | 0.00 | 5,180.25 | 32,200.00 | 16.09 |
| 1811-0000 | Regular Textbook Rental | 74,465.31 | 0.00 | 0.00 | 1,545,110.22 | 2,584,000.00 | 59.80 |
| 1812-0000 | Summer School Textbook Rental | 2,555.59 | 0.00 | 0.00 | 50,412.98 | 42,300.00 | 119.18 |
| 1819-0000 | Other Textbook Rental | 812.28 | 0.00 | 0.00 | 7,324.22 | 10,500.00 | 69.75 |
| 1892-0000 | Heart Rate Monitors Fee | 195.00 | 0.00 | 0.00 | 2,633.00 | 3,200.00 | 82.28 |
| 1910-0000 | Building Rental | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 | 0.00 |
| 1923-0000 | Homeless Donations | 0.00 | 0.00 | 0.00 | 386.53 | 0.00 | 0.00 |
| 1951-0000 | Refund of PR YRs' Expenditiure | 2,303.66 | 0.00 | 0.00 | 267,768.09 | 208,300.00 | 128.55 |
| 1990-0000 | P-Card Inadvertent | 0.00 | 0.00 | 0.00 | 560.36 | 0.00 | 0.00 |
| 1991-0000 | Payment from Other LEAs | 0.00 | 0.00 | 0.00 | 189,690.43 | 206,500.00 | 91.86 |
| 1997-0000 | Revenue From Sale of Assets | 0.00 | 0.00 | 0.00 | 19,600.00 | 0.00 | 0.00 |
| 1998-0000 | Other Revenue-Athletics | 0.00 | 0.00 | 0.00 | 40.00 | 0.00 | 0.00 |
| 1999-0000 | Other Revenue-General | 128,566.84 | 0.00 | 0.00 | 832,641.17 | 228,600.00 | 364.23 |
| | Total Revenue from Local Sourc | 504,612.89 | 0.00 | 0.00 | 82,931,412.78 | 144,021,356.00 | 57.58 |
| STATE | Revenue from State Sources | | | | | | |
| 3001-0000 | General State Aid | 5,227,977.40 | 0.00 | 0.00 | 47,109,243.67 | 57,507,752.00 | 81.92 |
| 3100-0000 | Special Ed-Pvt Facility Tuitio | 0.00 | 0.00 | 0.00 | 1,528,778.87 | 2,853,825.00 | 53.57 |
| 3120-0000 | Special Ed-Orphanage Individua | 0.00 | 0.00 | 0.00 | 413,040.05 | 75,000.00 | 550.72 |
| 3130-0000 | Special Ed-Orphange Summer | 0.00 | 0.00 | 0.00 | 13,083.00 | 15,000.00 | 87.22 |
| 3360-0000 | State Free Lunch & Breakfast | 5,922.16 | 0.00 | 0.00 | 41,952.86 | 110,000.00 | 38.14 |
| 3370-0000 | Driver Education | 24,181.99 | 0.00 | 0.00 | 76,607.76 | 115,200.00 | 66.50 |
| 3696-0000 | Safe School Grant | 30,000.00 | 0.00 | 0.00 | 41,426.00 | 0.00 | 0.00 |
| 3999-0000 | ALOP ROE Revenue | 117,805.98 | 0.00 | 0.00 | 1,597,344.12 | 700,000.00 | 228.19 |
| | Total Revenue from State Sourc | 5,405,887.53 | 0.00 | 0.00 | 50,821,476.33 | 61,376,777.00 | 82.80 |
| FEDERAL | Revenue from Federal Sources | | | | | | |

# Income Statement



| Consolidated | | Educational Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| FEDERAL | Revenue from Federal Sources | | | | | | |
| 4210-0000 | National School Lunch Program | 231,172.53 | 0.00 | 0.00 | 3,186,154.61 | 4,450,900.00 | 71.58 |
| 4220-0000 | School Breakfast Program | 69,269.47 | 0.00 | 0.00 | 924,187.81 | 1,343,400.00 | 68.79 |
| 4225-0000 | Summer Food Program | 71,240.66 | 0.00 | 0.00 | 166,221.29 | 96,000.00 | 173.15 |
| 4226-0000 | Child & Adult Food Care Progr | 24,397.80 | 0.00 | 0.00 | 258,944.87 | 409,400.00 | 63.25 |
| 4240-0000 | Fresh Fruit and Veg. Program | 7,329.49 | 0.00 | 0.00 | 24,837.63 | 52,200.00 | 47.58 |
| 4260-0000 | NSLP Equipment Grant | 0.00 | 0.00 | 0.00 | 6,273.28 | 0.00 | 0.00 |
| 4625-0000 | Special Ed-IDEA Room & Board | 0.00 | 0.00 | 0.00 | 737,513.78 | 586,000.00 | 125.86 |
| 4900-0000 | Medicaid Admin Outreach | 0.00 | 0.00 | 0.00 | 265,904.68 | 502,600.00 | 52.91 |
| 4902-0000 | Medicaid Fee for Service | 0.00 | 0.00 | 0.00 | 1,286,009.56 | 2,677,100.00 | 48.04 |
| 4950-0000 | Dept of Rehab Svcs | 0.00 | 0.00 | 0.00 | 52,299.00 | 28,000.00 | 186.78 |
| | Total Revenue from Federal Sou | 403,409.95 | 0.00 | 0.00 | 6,908,346.51 | 10,145,600.00 | 68.09 |
| OTHER SOURCE | Other Financing Sources | | | | | | |
| 7991-0000 | Other Sources-Capital Lease | 0.00 | 0.00 | 0.00 | 0.00 | 4,400,000.00 | 0.00 |
| | Total Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 4,400,000.00 | 0.00 |
| | Total Revenue | 6,313,910.37 | 0.00 | 0.00 | 140,661,235.62 | 219,943,733.00 | 63.95 |
| EXPENSE | Expense | | | | | | |
| 100 | Salaries | | | | | | |
| 111-0000 | Certified Administrator | 729,720.32 | 0.00 | 0.00 | 8,088,720.13 | 9,541,676.00 | 84.77 |
| 112-0000 | Certified Directors/Superviors | 282,874.54 | 0.00 | 0.00 | 3,109,157.82 | 3,543,053.00 | 87.75 |
| 113-0000 | Certified Teachers | 6,624,809.06 | 0.00 | 0.00 | 59,901,889.70 | 89,788,480.00 | 66.71 |
| 114-0000 | Other Certified | 767,652.09 | 0.00 | 0.00 | 7,072,283.22 | 9,918,430.00 | 71.30 |
| 115-0000 | Non-Certified Supervision/Head | 167,601.17 | 0.00 | 0.00 | 1,872,941.47 | 2,127,492.00 | 88.04 |
| 116-0000 | Non-Certified Sec/Spec | 493,093.15 | 0.00 | 0.00 | 5,470,512.17 | 6,558,869.00 | 83.41 |
| 117-0000 | Non-Certified Paras/Custodial | 640,456.72 | 0.00 | 0.00 | 7,029,255.34 | 8,477,127.00 | 82.92 |
| 118-0000 | Other Non-Certified | 93,819.56 | 0.00 | 0.00 | 990,584.90 | 917,744.00 | 107.94 |
| 119-0000 | Other | 75,891.76 | 0.00 | 0.00 | 1,139,460.69 | 1,313,890.00 | 86.72 |
| 121-0000 | Substitute-Teacher | 8,852.01 | 0.00 | 0.00 | 1,220,235.71 | 1,430,000.00 | 85.33 |
| 122-0000 | Substitute-Paraprofessionals | 0.00 | 0.00 | 0.00 | 149,055.43 | 200,000.00 | 74.53 |
| 123-0000 | Substitute-Conferences | 0.00 | 0.00 | 0.00 | 153,893.29 | 187,100.00 | 82.25 |
| 132-0000 | 1.5 Overtime | 844.61 | 0.00 | 0.00 | 85,280.96 | 111,360.00 | 76.58 |
| 133-0000 | 2.0 Overtime | 126.70 | 0.00 | 0.00 | 3,399.02 | 3,000.00 | 113.30 |
| 134-0000 | Subs-Conferences/Prof Develop | 0.00 | 0.00 | 0.00 | 47,980.00 | 72,403.00 | 66.27 |
| 135-0000 | Long Term Certified Subs | 75,580.00 | 0.00 | 0.00 | 435,455.66 | 500,000.00 | 87.09 |
| 138-0000 | Subs-Grants | 0.00 | 0.00 | 0.00 | 20,035.00 | 0.00 | 0.00 |
| 143-0000 | Overload | 300.00 | 0.00 | 0.00 | 243,287.97 | 357,000.00 | 68.15 |
| 148-0000 | Extra Pay-Non-Certified | 18,314.23 | 0.00 | 0.00 | 202,576.40 | 203,347.00 | 99.62 |
| 149-0000 | Extra Pay-Certified | 275,851.85 | 0.00 | 0.00 | 3,641,778.17 | 3,768,149.00 | 96.65 |
| 161-0000 | Mileage Stipend | 11,928.66 | 0.00 | 0.00 | 130,694.14 | 157,850.00 | 82.80 |
| | Total Salaries | 10,267,716.43 | 0.00 | 0.00 | 101,008,477.19 | 139,176,970.00 | 72.58 |
| 200 | Employee Benefits | | | | | | |

# Income Statement



| Consolidated | | Educational Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 200 | Employee Benefits | | | | | | |
| 211-0000 | Teachers Retirement (TRS) | 536,131.96 | 0.00 | 0.00 | 5,081,621.73 | 7,160,426.00 | 70.97 |
| 215-0000 | One-Time TRS Early Retirement | 0.00 | 0.00 | 0.00 | 25,102.60 | 50,000.00 | 50.21 |
| 218-0000 | THIS Fund Employer Contributio | 97,843.03 | 0.00 | 0.00 | 954,750.33 | 1,104,124.00 | 86.47 |
| 221-0000 | Life Insurance | 6,747.75 | 0.00 | 0.00 | 63,331.99 | 83,152.00 | 76.16 |
| 222-0000 | Medical Insurance | 1,778,160.96 | 0.00 | 0.00 | 14,807,743.60 | 22,704,880.00 | 65.22 |
| 223-0000 | Dental Insurance | 88,484.23 | 0.00 | 0.00 | 718,831.20 | 1,074,530.00 | 66.90 |
| 224-0000 | Vision Insurance | 18,751.33 | 0.00 | 0.00 | 152,736.44 | 228,088.00 | 66.96 |
| 225-0000 | Disability Insurance | 1,577.46 | 0.00 | 0.00 | 17,328.19 | 19,535.00 | 88.70 |
| 226-0000 | HRA/HSA Board Contributions | 0.00 | 0.00 | 0.00 | 880,043.11 | 0.00 | 0.00 |
| 231-0000 | Certified Tuition Reimbursemen | 0.00 | 0.00 | 0.00 | 86,230.00 | 100,000.00 | 86.23 |
| 232-0000 | DESA Tuition Reimbursement | 0.00 | 0.00 | 0.00 | 516.00 | 2,000.00 | 25.80 |
| 234-0000 | Non-Union Tuition Reimbursemen | 0.00 | 0.00 | 0.00 | 300.00 | 2,000.00 | 15.00 |
| 235-0000 | Admin Tuition Reimbursement | 0.00 | 0.00 | 0.00 | 14,700.00 | 50,000.00 | 29.40 |
| 236-0000 | Admin Relocation Reimbursement | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| | Total Employee Benefits | 2,527,696.72 | 0.00 | 0.00 | 22,803,235.19 | 32,581,735.00 | 69.99 |
| 300 | Purchased Services | | | | | | |
| 311-0000 | Professional Services-Administ | 268,988.55 | 0.00 | 0.00 | 527,435.70 | 706,900.00 | 74.61 |
| 312-0000 | Staff Development-On Site | 249.00 | 0.00 | 0.00 | 10,246.30 | 120,050.00 | 8.54 |
| 313-0000 | Staff Development | 670.85- | 0.00 | 0.00 | 110,327.56 | 145,274.00 | 75.94 |
| 314-0000 | Professional Services-Instruct | 155,420.00 | 0.00 | 0.00 | 266,257.25 | 537,156.00 | 49.57 |
| 315-0000 | Food-Contracted | 4,067.74 | 0.00 | 0.00 | 76,167.36 | 79,478.00 | 95.83 |
| 316-0000 | Charter School Payment | 0.00 | 0.00 | 0.00 | 6,991,874.77 | 9,100,000.00 | 76.83 |
| 317-0000 | Audit/Financial Services | 0.00 | 0.00 | 0.00 | 51,100.00 | 58,000.00 | 88.10 |
| 318-0000 | Legal Services | 16,500.40 | 0.00 | 0.00 | 472,414.16 | 350,000.00 | 134.98 |
| 319-0000 | Other Professional & Technical | 92,686.32 | 0.00 | 0.00 | 1,101,735.29 | 1,818,192.00 | 60.60 |
| 321-0000 | Sanitation Services | 0.00 | 0.00 | 0.00 | 0.00 | 10,300.00 | 0.00 |
| 323-0000 | Repair & Maintenance | 12,733.89 | 0.00 | 0.00 | 313,084.41 | 357,850.00 | 87.49 |
| 325-0000 | Rentals | 4,851.46 | 0.00 | 0.00 | 122,660.95 | 76,500.00 | 160.34 |
| 327-0000 | Computer Maintenance | 0.00 | 0.00 | 0.00 | 450.00 | 250.00 | 180.00 |
| 331-0000 | Pupil Transportation-General | 0.00 | 0.00 | 0.00 | 2,701.42 | 0.00 | 0.00 |
| 333-0000 | District Travel | 4,971.08 | 0.00 | 0.00 | 181,338.31 | 183,555.00 | 98.79 |
| 334-0000 | Professional Meetings | 220.00- | 0.00 | 0.00 | 18,349.63 | 36,650.00 | 50.07 |
| 336-0000 | Pupil Transportation-Field Tri | 0.00 | 0.00 | 0.00 | 20,333.51 | 14,500.00 | 140.23 |
| 338-0000 | Pupil Transportation - Athleti | 0.00 | 0.00 | 0.00 | 5,791.80 | 0.00 | 0.00 |
| 339-0000 | Other Transporation Services | 4,697.44 | 0.00 | 0.00 | 18,968.73 | 4,400.00 | 431.11 |
| 341-0000 | Postage & Shipping Charges | 5,813.68 | 0.00 | 0.00 | 37,010.99 | 17,750.00 | 208.51 |
| 342-0000 | Telephone-Local | 18,512.04 | 0.00 | 0.00 | 148,858.79 | 200,000.00 | 74.43 |
| 346-0000 | Telephone - WAN and Internet | 16,649.34 | 0.00 | 0.00 | 198,734.44 | 310,000.00 | 64.11 |
| 347-0000 | Telephone-Cellular | 6,162.45 | 0.00 | 0.00 | 58,217.16 | 113,600.00 | 51.25 |
| 351-0000 | Recruiting | 245.28 | 0.00 | 0.00 | 4,181.91 | 10,000.00 | 41.82 |
| 352-0000 | Legal Notices | 59.80 | 0.00 | 0.00 | 5,737.40 | 27,100.00 | 21.17 |
| 361-0000 | Printing & Binding | 762.16 | 0.00 | 0.00 | 41,364.60 | 64,962.00 | 63.68 |
| 371-0000 | Water/Sewer Services | 0.00 | 0.00 | 0.00 | 0.00 | 19,500.00 | 0.00 |
| 385-0000 | Unemployment Insurance | 0.00 | 0.00 | 0.00 | 13,845.00 | 65,000.00 | 21.30 |
| 390-0000 | Officials-Tournaments | 0.00 | 0.00 | 0.00 | 645.00 | 0.00 | 0.00 |

# Income Statement



| Consolidated | | Educational Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 300 | Purchased Services | | | | | | |
| 391-0000 | Officials-IHSA Sponsored | 0.00 | 0.00 | 0.00 | 140,103.52 | 170,750.00 | 82.05 |
| 392-0000 | License & Registrations | 0.00 | 0.00 | 0.00 | 743.60 | 1,900.00 | 39.14 |
| 395-0000 | Management Fees | 106,624.27 | 0.00 | 0.00 | 4,667,249.47 | 6,700,000.00 | 69.66 |
| 397-0000 | Software Licensing | 214,545.68 | 0.00 | 0.00 | 2,573,437.21 | 2,870,504.00 | 89.65 |
| 398-0000 | Banking/Credit Card Fees | 5,263.27 | 0.00 | 0.00 | 123,823.29 | 165,000.00 | 75.04 |
| | Total Purchased Services | 938,913.00 | 0.00 | 0.00 | 18,305,189.53 | 24,335,121.00 | 75.22 |
| 400 | Supplies & Materials | | | | | | |
| 411-0000 | Supplies-General | 112,936.07 | 0.00 | 0.00 | 1,541,598.61 | 3,094,023.00 | 49.83 |
| 412-0000 | Supplies-Testing Materials | 0.00 | 0.00 | 0.00 | 516.80 | 139,500.00 | .37 |
| 415-0000 | Supplies-Computer | 504.03 | 0.00 | 0.00 | 14,422.23 | 29,100.00 | 49.56 |
| 417-0000 | Supplies-Uniform | 6,275.61 | 0.00 | 0.00 | 102,443.63 | 77,850.00 | 131.59 |
| 421-0000 | Textbooks- Approved Standard | 0.00 | 0.00 | 0.00 | 584,614.11 | 859,000.00 | 68.06 |
| 422-0000 | Textbooks-Consumables | 0.00 | 0.00 | 0.00 | 13,526.73 | 100,600.00 | 13.45 |
| 423-0000 | Textbooks-Rebinds | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 424-0000 | Textbooks-Suppl/Innovation Mat | 0.00 | 0.00 | 0.00 | 10,211.84 | 461,500.00 | 2.21 |
| 425-0000 | Textbooks-Approved Standard El | 0.00 | 0.00 | 0.00 | 135,604.09 | 291,000.00 | 46.60 |
| 431-0000 | Library Books | 9,535.30 | 0.00 | 0.00 | 99,711.93 | 70,500.00 | 141.44 |
| 441-0000 | Periodicals | 512.34 | 0.00 | 0.00 | 25,577.58 | 18,150.00 | 140.92 |
| 464-0000 | Gasoline | 102.46 | 0.00 | 0.00 | 5,252.10 | 6,700.00 | 78.39 |
| 466-0000 | Electricity | 0.00 | 0.00 | 0.00 | 0.00 | 180,000.00 | 0.00 |
| 471-0000 | System Software | 0.00 | 0.00 | 0.00 | 11,524.00 | 110,600.00 | 10.42 |
| 472-0000 | Instructional Software | 0.00 | 0.00 | 0.00 | 20,746.80 | 83,385.00 | 24.88 |
| 481-0000 | Equipment < $500 | 12,206.38 | 0.00 | 0.00 | 73,524.13 | 83,965.00 | 87.57 |
| 482-0000 | Parts-Transportation | 0.00 | 0.00 | 0.00 | 58.50 | 1,800.00 | 3.25 |
| 484-0000 | Computer Related Equip < $500 | 16,642.79 | 0.00 | 0.00 | 100,771.73 | 119,200.00 | 84.54 |
| 491-0000 | Mat & Sup-Shipping | 0.00 | 0.00 | 0.00 | 123.35 | 2,500.00 | 4.93 |
| | Total Supplies & Materials | 158,714.98 | 0.00 | 0.00 | 2,740,228.16 | 5,739,373.00 | 47.74 |
| 500 | Capital Outlay | | | | | | |
| 521-0000 | Buildings | 0.00 | 0.00 | 0.00 | 56,696.00 | 0.00 | 0.00 |
| 541-0000 | Equipment | 0.00 | 0.00 | 0.00 | 214,181.92 | 189,800.00 | 112.85 |
| 545-0000 | Computer Equipment > $500 | 0.00 | 0.00 | 0.00 | 36,983.07 | 65,000.00 | 56.90 |
| 546-0000 | Software | 0.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.00 |
| 547-0000 | Network Equipment > $500 | 0.00 | 0.00 | 0.00 | 30,231.00 | 50,000.00 | 60.46 |
| | Total Capital Outlay | 0.00 | 0.00 | 0.00 | 338,091.99 | 344,800.00 | 98.05 |
| 600 | Other Objects | | | | | | |
| 641-0000 | Dues & Fees | 589.20 | 0.00 | 0.00 | 237,395.74 | 143,175.00 | 165.81 |
| 671-0000 | Private Facility Tuition | 1,374,784.25 | 0.00 | 0.00 | 7,004,309.79 | 8,475,935.00 | 82.64 |
| 672-0000 | Room and Board | 92,436.12 | 0.00 | 0.00 | 459,916.62 | 465,000.00 | 98.91 |
| 673-0000 | General Tuition | 0.00 | 0.00 | 0.00 | 318,420.67 | 661,500.00 | 48.14 |
| 691-0000 | Miscellaneous Objects | 251.70 | 0.00 | 0.00 | 8,321.38 | 100,700.00 | 8.26 |

# Income Statement



| Consolidated | | Educational Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 600 | Other Objects | | | | | | |
| | Total Other Objects | 1,468,061.27 | 0.00 | 0.00 | 8,028,364.20 | 9,846,310.00 | 81.54 |
| 700 | Transfers | | | | | | |
| 701-0000 | Transfer Interest | 7,319.24 | 0.00 | 0.00 | 8,962.35 | 8,963.00 | 99.99 |
| 702-0000 | Transfer Principal | 864,976.82 | 0.00 | 0.00 | 1,029,290.77 | 1,036,611.00 | 99.29 |
| | Total Transfers | 872,296.06 | 0.00 | 0.00 | 1,038,253.12 | 1,045,574.00 | 99.30 |
| 900 | System Accounts | | | | | | |
| 750 | Capital Outlay - Capitalized | | | | | | |
| 751-0000 | Equipment < $5000 | 26,263.82 | 0.00 | 0.00 | 283,243.18 | 577,947.00 | 49.01 |
| 755-0000 | Computer Equipment < $5000 | 580,558.77 | 0.00 | 0.00 | 640,716.54 | 5,973,603.00 | 10.73 |
| 757-0000 | Network Equipment < $5000 | 1,185.00 | 0.00 | 0.00 | 30,815.00 | 315,000.00 | 9.78 |
| | Total Capital Outlay - Capita | 608,007.59 | 0.00 | 0.00 | 954,774.72 | 6,866,550.00 | 13.90 |
| | Total System Accounts | 608,007.59 | 0.00 | 0.00 | 954,774.72 | 6,866,550.00 | 13.90 |
| | Total Expense | 16,841,406.05 | 0.00 | 0.00 | 155,216,614.10 | 219,936,433.00 | 70.57 |
| | Total Net Change in Fund Balan | 10,527,495.68- | 0.00 | 0.00 | 14,555,378.48- | 7,300.00 | 0.00 |
| | | Large Percent of Budget | | 0.00 | | | 199388.75- |

# Income Statement



| Consolidated | | Grant Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1511-0000 | Interest on Investments | 2,896.14 | 0.00 | 0.00 | 25,692.57 | 0.00 | 0.00 |
| 1921-0000 | Contributions & Donations from | 0.00 | 0.00 | 0.00 | 41,348.00 | 0.00 | 0.00 |
| 1922-0000 | Foundation Donations | 0.00 | 0.00 | 0.00 | 3,293.71 | 30,000.00 | 10.98 |
| 1999-0000 | Other Revenue-General | 0.00 | 0.00 | 0.00 | 23.78- | 0.00 | 0.00 |
| | Total Revenue from Local Sourc | 2,896.14 | 0.00 | 0.00 | 70,310.50 | 30,000.00 | 234.37 |
| STATE | Revenue from State Sources | | | | | | |
| 3220-0000 | Voc Ed School Improvement | 0.00 | 0.00 | 0.00 | 174,019.00 | 208,546.00 | 83.44 |
| 3275-0000 | Voc Ed Elem Career | 0.00 | 0.00 | 0.00 | 6,027.71 | 13,837.00 | 43.56 |
| 3621-0000 | School Library | 0.00 | 0.00 | 0.00 | 0.00 | 14,447.00 | 0.00 |
| 3705-0000 | Early Childhood-State PreK | 0.00 | 0.00 | 0.00 | 1,202,245.00 | 1,892,349.00 | 63.53 |
| 3706-0000 | Early Childhood-Prevention | 0.00 | 0.00 | 0.00 | 56,313.00 | 0.00 | 0.00 |
| | Total Revenue from State Sourc | 0.00 | 0.00 | 0.00 | 1,438,604.71 | 2,129,179.00 | 67.57 |
| FEDERAL | Revenue from Federal Sources | | | | | | |
| 4300-0000 | Title I-Low Income | 245,300.00 | 0.00 | 0.00 | 3,452,218.00 | 2,576,200.00 | 134.00 |
| 4331-0000 | Title I-School Improvement | 0.00 | 0.00 | 0.00 | 52,591.00 | 0.00 | 0.00 |
| 4400-0000 | Title IV-Safe & Drug Free Scho | 2,165.00 | 0.00 | 0.00 | 130,114.00 | 161,935.00 | 80.35 |
| 4600-0000 | Special Ed-Preschool Flow Thro | 0.00 | 0.00 | 0.00 | 60,305.00 | 97,298.00 | 61.98 |
| 4620-0000 | Special Ed-IDEA Flow Through | 12,950.00 | 0.00 | 0.00 | 4,000,151.00 | 4,252,832.00 | 94.06 |
| 4745-0000 | Perkins-III | 0.00 | 0.00 | 0.00 | 125,492.22 | 147,129.00 | 85.29 |
| 4900-0000 | Medicaid Admin Outreach | 0.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 0.00 |
| 4905-0000 | Title III-Immigrant Educationa | 0.00 | 0.00 | 0.00 | 35,850.00 | 0.00 | 0.00 |
| 4909-0000 | LIPLEPS-III | 36,837.00 | 0.00 | 0.00 | 433,644.00 | 352,400.00 | 123.05 |
| 4932-0000 | Title II-Teacher Quality | 7,654.00 | 0.00 | 0.00 | 651,202.00 | 484,059.00 | 134.53 |
| 4998-0000 | Other Federal Revenue II | 0.00 | 0.00 | 0.00 | 0.00 | 2,048,054.00 | 0.00 |
| 4999-0000 | Other Federal Revenue I | 0.00 | 0.00 | 0.00 | 581,310.00 | 776,534.00 | 74.86 |
| | Total Revenue from Federal Sou | 304,906.00 | 0.00 | 0.00 | 9,522,877.22 | 10,996,441.00 | 86.60 |
| | Total Revenue | 307,802.14 | 0.00 | 0.00 | 11,031,792.43 | 13,155,620.00 | 83.86 |
| EXPENSE | Expense | | | | | | |
| 100 | Salaries | | | | | | |
| 111-0000 | Certified Administrator | 7,260.68 | 0.00 | 0.00 | 61,573.42 | 94,940.00 | 64.86 |
| 113-0000 | Certified Teachers | 225,564.13 | 0.00 | 0.00 | 1,961,767.58 | 2,623,603.00 | 74.77 |
| 114-0000 | Other Certified | 0.00 | 0.00 | 0.00 | 61,978.94- | 0.00 | 0.00 |
| 116-0000 | Non-Certified Sec/Spec | 7,147.80 | 0.00 | 0.00 | 78,009.41 | 93,279.00 | 83.63 |
| 117-0000 | Non-Certified Paras/Custodial | 39,236.89 | 0.00 | 0.00 | 417,028.28 | 525,278.00 | 79.39 |
| 118-0000 | Other Non-Certified | 57,444.34 | 0.00 | 0.00 | 718,469.04 | 910,485.00 | 78.91 |
| 124-0000 | INACT-Substitute-Grant Support | 0.00 | 0.00 | 0.00 | 105.00 | 53.00 | 198.11 |
| 132-0000 | 1.5 Overtime | 315.74 | 0.00 | 0.00 | 1,386.69 | 0.00 | 0.00 |

# Income Statement



| Consolidated | | Grant Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 100 | Salaries | | | | | | |
| 134-0000 | Subs-Conferences/Prof Develop | 0.00 | 0.00 | 0.00 | 0.00 | 1,471.00 | 0.00 |
| 135-0000 | Long Term Certified Subs | 0.00 | 0.00 | 0.00 | 0.00 | 30,255.00 | 0.00 |
| 138-0000 | Subs-Grants | 0.00 | 0.00 | 0.00 | 70,170.00 | 44,655.00 | 157.14 |
| 148-0000 | Extra Pay-Non-Certified | 1,871.25 | 0.00 | 0.00 | 4,168.77 | 1,781.00 | 234.07 |
| 149-0000 | Extra Pay-Certified | 23,360.00 | 0.00 | 0.00 | 469,174.69 | 483,036.00 | 97.13 |
| 161-0000 | Mileage Stipend | 92.32 | 0.00 | 0.00 | 784.72 | 1,200.00 | 65.39 |
| | Total Salaries | 362,293.15 | 0.00 | 0.00 | 3,720,658.66 | 4,810,036.00 | 77.35 |
| 200 | Employee Benefits | | | | | | |
| 211-0000 | Teachers Retirement (TRS) | 14,178.64 | 0.00 | 0.00 | 113,397.59 | 487,181.00 | 23.28 |
| 212-0000 | Municipal Retirement (IMRF) | 34,156.87 | 0.00 | 0.00 | 81,548.15 | 134,100.00 | 60.81 |
| 213-0000 | Federal Insurance Contribution | 20,467.88 | 0.00 | 0.00 | 55,276.82 | 94,911.00 | 58.24 |
| 214-0000 | Medicare Only | 28,711.01 | 0.00 | 0.00 | 74,615.32 | 30,557.00 | 244.18 |
| 217-0000 | TRS Federal Contribution | 15,755.68 | 0.00 | 0.00 | 211,396.56 | 380,987.00 | 55.49 |
| 218-0000 | THIS Fund Employer Contributio | 2,574.16 | 0.00 | 0.00 | 24,667.05 | 30,393.00 | 81.16 |
| 221-0000 | Life Insurance | 185.33 | 0.00 | 0.00 | 1,604.31 | 2,267.00 | 70.77 |
| 222-0000 | Medical Insurance | 58,131.21 | 0.00 | 0.00 | 487,926.64 | 599,610.00 | 81.37 |
| 223-0000 | Dental Insurance | 3,521.56 | 0.00 | 0.00 | 27,750.36 | 34,098.00 | 81.38 |
| 224-0000 | Vision Insurance | 768.01 | 0.00 | 0.00 | 6,158.41 | 7,648.00 | 80.52 |
| 225-0000 | Disability Insurance | 10.88 | 0.00 | 0.00 | 92.28 | 0.00 | 0.00 |
| | Total Employee Benefits | 178,461.23 | 0.00 | 0.00 | 1,084,433.49 | 1,801,752.00 | 60.19 |
| 300 | Purchased Services | | | | | | |
| 311-0000 | Professional Services-Administ | 1,215.00 | 0.00 | 0.00 | 18,487.50 | 37,655.00 | 49.10 |
| 312-0000 | Staff Development-On Site | 8,950.00 | 0.00 | 0.00 | 98,597.85 | 57,465.00 | 171.58 |
| 313-0000 | Staff Development | 515.99 | 0.00 | 0.00 | 44,834.93 | 38,339.00 | 116.94 |
| 314-0000 | Professional Services-Instruct | 23,580.17 | 0.00 | 0.00 | 2,763,153.81 | 3,680,341.00 | 75.08 |
| 315-0000 | Food-Contracted | 2,927.60 | 0.00 | 0.00 | 48,080.01 | 57,822.00 | 83.15 |
| 319-0000 | Other Professional & Technical | 0.00 | 0.00 | 0.00 | 99,356.91 | 69,451.00 | 143.06 |
| 323-0000 | Repair & Maintenance | 2,980.00 | 0.00 | 0.00 | 11,962.00 | 769.00 | 1555.53 |
| 325-0000 | Rentals | 200.00 | 0.00 | 0.00 | 2,000.00 | 2,400.00 | 83.33 |
| 331-0000 | Pupil Transportation-General | 0.00 | 0.00 | 0.00 | 58,906.30 | 61,761.00 | 95.38 |
| 333-0000 | District Travel | 789.48 | 0.00 | 0.00 | 15,034.85 | 46,266.00 | 32.50 |
| 334-0000 | Professional Meetings | 392.69 | 0.00 | 0.00 | 96,717.69 | 64,789.00 | 149.28 |
| 336-0000 | Pupil Transportation-Field Tri | 150.00- | 0.00 | 0.00 | 82,291.36 | 75,151.00 | 109.50 |
| 339-0000 | Other Transporation Services | 0.00 | 0.00 | 0.00 | 326.00 | 0.00 | 0.00 |
| 341-0000 | Postage & Shipping Charges | 0.00 | 0.00 | 0.00 | 0.00 | 28.00 | 0.00 |
| 361-0000 | Printing & Binding | 0.00 | 0.00 | 0.00 | 0.00 | 1,132.00 | 0.00 |
| 397-0000 | Software Licensing | 33,806.54 | 0.00 | 0.00 | 155,415.43 | 245,501.00 | 63.31 |
| | Total Purchased Services | 75,207.47 | 0.00 | 0.00 | 3,495,164.64 | 4,438,870.00 | 78.74 |
| 400 | Supplies & Materials | | | | | | |
| 411-0000 | Supplies-General | 9,235.07 | 0.00 | 0.00 | 245,925.35 | 1,336,321.00 | 18.40 |
| 412-0000 | Supplies-Testing Materials | 0.00 | 0.00 | 0.00 | 3,844.00 | 0.00 | 0.00 |

# Income Statement



| Consolidated | | Grant Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 400 | Supplies & Materials | | | | | | |
| 415-0000 | Supplies-Computer | 88.59 | 0.00 | 0.00 | 693.30 | 333.00 | 208.20 |
| 422-0000 | Textbooks-Consumables | 0.00 | 0.00 | 0.00 | 7,207.47 | 5,643.00 | 127.72 |
| 424-0000 | Textbooks-Suppl/Innovation Mat | 0.00 | 0.00 | 0.00 | 337,945.53 | 455,956.00 | 74.12 |
| 431-0000 | Library Books | 0.00 | 0.00 | 0.00 | 21,697.06 | 374.00 | 5801.35 |
| 441-0000 | Periodicals | 0.00 | 0.00 | 0.00 | 0.00 | 355.00 | 0.00 |
| 466-0000 | Electricity | 22.11 | 0.00 | 0.00 | 234.47 | 300.00 | 78.16 |
| 471-0000 | System Software | 0.00 | 0.00 | 0.00 | 0.00 | 650.00 | 0.00 |
| 472-0000 | Instructional Software | 13.97 | 0.00 | 0.00 | 5,498.50 | 4,918.00 | 111.80 |
| 481-0000 | Equipment < $500 | 0.00 | 0.00 | 0.00 | 19,945.11 | 23,652.00 | 84.33 |
| 484-0000 | Computer Related Equip < $500 | 0.00 | 0.00 | 0.00 | 299.00 | 893.00 | 33.48 |
| | Total Supplies & Materials | 9,359.74 | 0.00 | 0.00 | 643,289.79 | 1,829,395.00 | 35.16 |
| 500 | Capital Outlay | | | | | | |
| 541-0000 | Equipment | 0.00 | 0.00 | 0.00 | 82,616.67 | 72,036.00 | 114.69 |
| 542-0000 | INACTIVE - Equipment-Replaceme | 0.00 | 0.00 | 0.00 | 0.00 | 1,018.00 | 0.00 |
| 545-0000 | Computer Equipment > $500 | 0.00 | 0.00 | 0.00 | 62,916.32 | 21,210.00 | 296.64 |
| | Total Capital Outlay | 0.00 | 0.00 | 0.00 | 145,532.99 | 94,264.00 | 154.39 |
| 600 | Other Objects | | | | | | |
| 641-0000 | Dues & Fees | 0.00 | 0.00 | 0.00 | 30,713.72 | 29,534.00 | 103.99 |
| | Total Other Objects | 0.00 | 0.00 | 0.00 | 30,713.72 | 29,534.00 | 103.99 |
| 900 | System Accounts | | | | | | |
| 750 | Capital Outlay - Capitalized | | | | | | |
| 751-0000 | Equipment < $5000 | 38,588.71 | 0.00 | 0.00 | 141,609.06 | 63,682.00 | 222.37 |
| 755-0000 | Computer Equipment < $5000 | 897.00 | 0.00 | 0.00 | 42,910.31 | 88,087.00 | 48.71 |
| | Total Capital Outlay - Capita | 39,485.71 | 0.00 | 0.00 | 184,519.37 | 151,769.00 | 121.58 |
| | Total System Accounts | 39,485.71 | 0.00 | 0.00 | 184,519.37 | 151,769.00 | 121.58 |
| | Total Expense | 664,807.30 | 0.00 | 0.00 | 9,304,312.66 | 13,155,620.00 | 70.73 |
| | Total Net Change in Fund Balan | 357,005.16- | 0.00 | 0.00 | 1,727,479.77 | 0.00 | 0.00 |

# Income Statement



Consolidated Operations & Maintenance Fund Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 11,024,087.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 0.00 | 0.00 | 0.00 | 11,833,970.23 | 10,777,527.00 | 109.80 |
| 1231-0000 | Corporate Personal Property Re | 387,129.87 | 0.00 | 0.00 | 1,565,626.58 | 1,100,000.00 | 142.33 |
| 1390-0000 | Transition Fees | 0.00 | 0.00 | 0.00 | 248,863.39 | 200,000.00 | 124.43 |
| 1511-0000 | Interest on Investments | 0.00 | 0.00 | 0.00 | 60,350.08 | 587,000.00 | 10.28 |
| 1791-0000 | Parking Permits | 1,824.13 | 0.00 | 0.00 | 159,655.79 | 165,000.00 | 96.76 |
| 1910-0000 | Building Rental | 2,194.25 | 0.00 | 0.00 | 67,406.12 | 195,500.00 | 34.48 |
| 1951-0000 | Refund of PR YRs' Expenditiure | 0.00 | 0.00 | 0.00 | 1,612.34 | 12,100.00 | 13.33 |
| 1997-0000 | Revenue From Sale of Assets | 5,705.00 | 0.00 | 0.00 | 82,795.49 | 71,100.00 | 116.45 |
| 1999-0000 | Other Revenue-General | 122.79 | 0.00 | 0.00 | 210,557.92 | 0.00 | 0.00 |
| | Total Revenue from Local Sourc | 396,976.04 | 0.00 | 0.00 | 14,230,837.94 | 24,132,314.00 | 58.97 |
| | Total Revenue | 396,976.04 | 0.00 | 0.00 | 14,230,837.94 | 24,132,314.00 | 58.97 |
| EXPENSE | Expense | | | | | | |
| 100 | Salaries | | | | | | |
| 115-0000 | Non-Certified Supervision/Head | 140,360.56 | 0.00 | 0.00 | 1,553,928.12 | 1,870,196.00 | 83.09 |
| 116-0000 | Non-Certified Sec/Spec | 3,530.20 | 0.00 | 0.00 | 38,780.26 | 46,069.00 | 84.18 |
| 117-0000 | Non-Certified Paras/Custodial | 441,770.54 | 0.00 | 0.00 | 4,839,690.85 | 5,768,905.00 | 83.89 |
| 119-0000 | Other | 18,543.19 | 0.00 | 0.00 | 197,594.34 | 205,014.00 | 96.38 |
| 132-0000 | 1.5 Overtime | 2,685.64- | 0.00 | 0.00 | 124,781.52 | 170,750.00 | 73.08 |
| 133-0000 | 2.0 Overtime | 60.32 | 0.00 | 0.00 | 39,819.35 | 29,250.00 | 136.13 |
| 161-0000 | Mileage Stipend | 415.40 | 0.00 | 0.00 | 4,569.20 | 7,200.00 | 63.46 |
| | Total Salaries | 601,994.57 | 0.00 | 0.00 | 6,799,163.64 | 8,097,384.00 | 83.97 |
| 200 | Employee Benefits | | | | | | |
| 221-0000 | Life Insurance | 301.76 | 0.00 | 0.00 | 3,271.22 | 3,940.00 | 83.03 |
| 222-0000 | Medical Insurance | 119,811.66 | 0.00 | 0.00 | 1,176,394.14 | 1,369,614.00 | 85.89 |
| 223-0000 | Dental Insurance | 6,088.16 | 0.00 | 0.00 | 60,544.81 | 73,581.00 | 82.28 |
| 224-0000 | Vision Insurance | 1,367.40 | 0.00 | 0.00 | 13,643.64 | 16,991.00 | 80.30 |
| 225-0000 | Disability Insurance | 35.46 | 0.00 | 0.00 | 390.06 | 474.00 | 82.29 |
| | Total Employee Benefits | 127,604.44 | 0.00 | 0.00 | 1,254,243.87 | 1,464,600.00 | 85.64 |
| 300 | Purchased Services | | | | | | |
| 312-0000 | Staff Development-On Site | 0.00 | 0.00 | 0.00 | 1,150.00 | 0.00 | 0.00 |
| 313-0000 | Staff Development | 0.00 | 0.00 | 0.00 | 110.00 | 1,000.00 | 11.00 |
| 315-0000 | Food-Contracted | 0.00 | 0.00 | 0.00 | 2,069.89 | 5,000.00 | 41.40 |
| 319-0000 | Other Professional & Technical | 14,043.87 | 0.00 | 0.00 | 528,681.67 | 1,241,000.00 | 42.60 |
| 321-0000 | Sanitation Services | 10,611.68 | 0.00 | 0.00 | 144,647.73 | 169,294.00 | 85.44 |
| 323-0000 | Repair & Maintenance | 23,938.92 | 0.00 | 0.00 | 449,021.57 | 412,800.00 | 108.77 |
| 325-0000 | Rentals | 7,235.93 | 0.00 | 0.00 | 109,320.21 | 240,000.00 | 45.55 |

# Income Statement



Consolidated Operations & Maintenance Fund Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| 300 | Purchased Services | | | | | | |
| 326-0000 | Alarm System Services | 5,802.81 | 0.00 | 0.00 | 72,983.49 | 100,000.00 | 72.98 |
| 333-0000 | District Travel | 0.00 | 0.00 | 0.00 | 821.44 | 1,100.00 | 74.68 |
| 334-0000 | Professional Meetings | 0.00 | 0.00 | 0.00 | 695.00 | 1,000.00 | 69.50 |
| 341-0000 | Postage & Shipping Charges | 0.00 | 0.00 | 0.00 | 110.15 | 200.00 | 55.08 |
| 347-0000 | Telephone-Cellular | 25.50 | 0.00 | 0.00 | 257.02 | 1,500.00 | 17.13 |
| 363-0000 | Repair & Maint-Equip Elec | 697.00 | 0.00 | 0.00 | 11,965.11 | 20,000.00 | 59.83 |
| 364-0000 | Repair & Maint-Finishing Matl | 0.00 | 0.00 | 0.00 | 18,339.37 | 15,000.00 | 122.26 |
| 365-0000 | Repair & Maint-Plumbing | 0.00 | 0.00 | 0.00 | 50,629.12 | 85,000.00 | 59.56 |
| 366-0000 | Repair & Maint-Roofing | 11,681.67 | 0.00 | 0.00 | 52,110.89 | 75,000.00 | 69.48 |
| 367-0000 | Repair & Maint-HVAC | 13,593.50 | 0.00 | 0.00 | 146,000.10 | 210,000.00 | 69.52 |
| 368-0000 | Repair & Maint-Snowplowing | 0.00 | 0.00 | 0.00 | 380,665.00 | 600,000.00 | 63.44 |
| 371-0000 | Water/Sewer Services | 8,155.26 | 0.00 | 0.00 | 238,119.67 | 302,948.00 | 78.60 |
| 385-0000 | Unemployment Insurance | 0.00 | 0.00 | 0.00 | 20,783.50 | 100,000.00 | 20.78 |
| 392-0000 | License & Registrations | 0.00 | 0.00 | 0.00 | 1,971.40 | 1,500.00 | 131.43 |
| 397-0000 | Software Licensing | 0.00 | 0.00 | 0.00 | 58,006.50 | 74,000.00 | 78.39 |
| | Total Purchased Services | 95,786.14 | 0.00 | 0.00 | 2,288,458.83 | 3,656,342.00 | 62.59 |
| 400 | Supplies & Materials | | | | | | |
| 411-0000 | Supplies-General | 35,720.83 | 0.00 | 0.00 | 497,498.19 | 880,729.00 | 56.49 |
| 415-0000 | Supplies-Computer | 0.00 | 0.00 | 0.00 | 468.00 | 0.00 | 0.00 |
| 416-0000 | Supplies-Athletic Fields | 295.94 | 0.00 | 0.00 | 33,230.22 | 0.00 | 0.00 |
| 417-0000 | Supplies-Uniform | 610.45 | 0.00 | 0.00 | 32,471.02 | 30,000.00 | 108.24 |
| 418-0000 | Supplies-B&G Schools | 0.00 | 0.00 | 0.00 | 0.00 | 68,716.00 | 0.00 |
| 464-0000 | Gasoline | 155.56 | 0.00 | 0.00 | 26,327.81 | 55,400.00 | 47.52 |
| 465-0000 | Natural Gas | 63,805.51 | 0.00 | 0.00 | 352,463.96 | 554,007.00 | 63.62 |
| 466-0000 | Electricity | 399,282.07 | 0.00 | 0.00 | 2,755,116.53 | 2,739,634.00 | 100.57 |
| 481-0000 | Equipment < $500 | 1,126.05 | 0.00 | 0.00 | 22,252.59 | 15,500.00 | 143.57 |
| 482-0000 | Parts-Transportation | 0.00 | 0.00 | 0.00 | 3,882.44 | 5,000.00 | 77.65 |
| 485-0000 | Supplies - Air Filters | 7,036.85 | 0.00 | 0.00 | 36,077.85 | 21,200.00 | 170.18 |
| 486-0000 | Supplies - Mop Heads Towels Ma | 2,890.46 | 0.00 | 0.00 | 58,134.44 | 31,000.00 | 187.53 |
| 493-0000 | Supplies-Equip Elec | 10,696.12 | 0.00 | 0.00 | 133,646.35 | 100,000.00 | 133.65 |
| 494-0000 | Supplies-Finishing Matl | 19,695.87 | 0.00 | 0.00 | 157,279.34 | 200,000.00 | 78.64 |
| 495-0000 | Supplies-Plumbing | 8,092.30- | 0.00 | 0.00 | 72,491.98 | 125,000.00 | 57.99 |
| 496-0000 | Supplies-Roofing | 1,480.00 | 0.00 | 0.00 | 1,480.00 | 0.00 | 0.00 |
| 497-0000 | Supplies-HVAC | 11,406.62 | 0.00 | 0.00 | 230,312.12 | 300,000.00 | 76.77 |
| 498-0000 | Supplies-Bagged Salt | 0.00 | 0.00 | 0.00 | 18,814.04 | 60,000.00 | 31.36 |
| 499-0000 | Supplies-Bulk Salt | 2,510.24 | 0.00 | 0.00 | 43,776.08 | 0.00 | 0.00 |
| | Total Supplies & Materials | 548,620.27 | 0.00 | 0.00 | 4,475,722.96 | 5,186,186.00 | 86.30 |
| 500 | Capital Outlay | | | | | | |
| 521-0000 | Buildings | 3,126.92 | 0.00 | 0.00 | 132,670.30 | 300,000.00 | 44.22 |
| 531-0000 | Improvements Other than Buildi | 36,900.00 | 0.00 | 0.00 | 206,730.00 | 0.00 | 0.00 |
| 541-0000 | Equipment | 292,442.39 | 0.00 | 0.00 | 455,805.17 | 588,500.00 | 77.45 |
| 545-0000 | Computer Equipment > $500 | 35,039.00 | 0.00 | 0.00 | 35,039.00 | 1,500.00 | 2335.93 |

# Income Statement



Consolidated Operations & Maintenance Fund Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| 500 | Capital Outlay | | | | | | |
| | Total Capital Outlay | 367,508.31 | 0.00 | 0.00 | 830,244.47 | 890,000.00 | 93.29 |
| 600 | Other Objects | | | | | | |
| 641-0000 | Dues & Fees | 0.00 | 0.00 | 0.00 | 2,995.00 | 9,000.00 | 33.28 |
| | Total Other Objects | 0.00 | 0.00 | 0.00 | 2,995.00 | 9,000.00 | 33.28 |
| 700 | Transfers | | | | | | |
| 701-0000 | Transfer Interest | 0.00 | 0.00 | 0.00 | 214,830.00 | 422,209.00 | 50.88 |
| 702-0000 | Transfer Principal | 0.00 | 0.00 | 0.00 | 1,705,000.00 | 1,705,000.00 | 100.00 |
| 703-0000 | Transfer Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 2,500,000.00 | 0.00 |
| | Total Transfers | 0.00 | 0.00 | 0.00 | 1,919,830.00 | 4,627,209.00 | 41.49 |
| 900 | System Accounts | | | | | | |
| 750 | Capital Outlay - Capitalized | | | | | | |
| 751-0000 | Equipment < $5000 | 36,816.49 | 0.00 | 0.00 | 120,204.32 | 112,000.00 | 107.33 |
| 755-0000 | Computer Equipment < $5000 | 1,050.00 | 0.00 | 0.00 | 11,583.06 | 6,500.00 | 178.20 |
| | Total Capital Outlay - Capita | 37,866.49 | 0.00 | 0.00 | 131,787.38 | 118,500.00 | 111.21 |
| | Total System Accounts | 37,866.49 | 0.00 | 0.00 | 131,787.38 | 118,500.00 | 111.21 |
| | Total Expense | 1,779,380.22 | 0.00 | 0.00 | 17,702,446.15 | 24,049,221.00 | 73.61 |
| | Total Net Change in Fund Balan | 1,382,404.18- | 0.00 | 0.00 | 3,471,608.21- | 83,093.00 | 4177.98- |

# Income Statement



Consolidated Bond & Interest Fund Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 13,556,976.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 0.00 | 0.00 | 0.00 | 14,994,072.88 | 13,664,924.00 | 109.73 |
| 1113-0000 | Other PR YR General Levies | 0.00 | 0.00 | 0.00 | 40,413.04- | 0.00 | 0.00 |
| 1511-0000 | Interest on Investments | 251.71 | 0.00 | 0.00 | 151,373.42 | 18,000.00 | 840.96 |
| | Total Revenue from Local Sourc | 251.71 | 0.00 | 0.00 | 15,105,033.26 | 27,239,900.00 | 55.45 |
| | Total Revenue | 251.71 | 0.00 | 0.00 | 15,105,033.26 | 27,239,900.00 | 55.45 |
| EXPENSE | Expense | | | | | | |
| 300 | Purchased Services | | | | | | |
| 319-0000 | Other Professional & Technical | 1,425.00 | 0.00 | 0.00 | 10,016.67 | 12,500.00 | 80.13 |
| | Total Purchased Services | 1,425.00 | 0.00 | 0.00 | 10,016.67 | 12,500.00 | 80.13 |
| 600 | Other Objects | | | | | | |
| 611-0000 | Redemption of Principle | 0.00 | 0.00 | 0.00 | 17,671,404.17 | 7,982,691.00 | 221.37 |
| 612-0000 | Lease Purchase-Principle | 864,976.82 | 0.00 | 0.00 | 1,030,933.88 | 2,741,611.00 | 37.60 |
| 621-0000 | Interest | 7,319.24 | 0.00 | 0.00 | 5,772,868.57 | 19,516,324.00 | 29.58 |
| | Total Other Objects | 872,296.06 | 0.00 | 0.00 | 24,475,206.62 | 30,240,626.00 | 80.93 |
| 700 | Transfers | | | | | | |
| 701-0000 | Transfer Interest | 7,319.24- | 0.00 | 0.00 | 223,792.35- | 431,172.00- | 51.90 |
| 702-0000 | Transfer Principal | 864,976.82- | 0.00 | 0.00 | 2,734,290.77- | 2,741,611.00- | 99.73 |
| | Total Transfers | 872,296.06- | 0.00 | 0.00 | 2,958,083.12- | 3,172,783.00- | 93.23 |
| | Total Expense | 1,425.00 | 0.00 | 0.00 | 21,527,140.17 | 27,080,343.00 | 79.49 |
| | Total Net Change in Fund Balan | 1,173.29- | 0.00 | 0.00 | 6,422,106.91- | 159,557.00 | 4024.96- |

# Income Statement



| Consolidated | | Transportation Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 4,544,561.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 0.00 | 0.00 | 0.00 | 3,876,222.80 | 3,534,955.00 | 109.65 |
| 1511-0000 | Interest on Investments | 0.00 | 0.00 | 0.00 | 16,627.38 | 21,000.00 | 79.18 |
| 1951-0000 | Refund of PR YRs' Expenditiure | 0.00 | 0.00 | 0.00 | 54.54 | 0.00 | 0.00 |
| 1994-0000 | Field Trips | 2,264.24 | 0.00 | 0.00 | 167,297.34 | 209,600.00 | 79.82 |
| 1999-0000 | Other Revenue-General | 0.00 | 0.00 | 0.00 | 890.00 | 0.00 | 0.00 |
| | Total Revenue from Local Sourc | 2,264.24 | 0.00 | 0.00 | 4,061,092.06 | 8,310,116.00 | 48.87 |
| STATE | Revenue from State Sources | | | | | | |
| 3500-0000 | Transportation-Regular | 0.00 | 0.00 | 0.00 | 1,321,064.54 | 3,000,000.00 | 44.04 |
| 3510-0000 | Transportation-Special Ed | 0.00 | 0.00 | 0.00 | 2,335,892.80 | 4,500,000.00 | 51.91 |
| | Total Revenue from State Sourc | 0.00 | 0.00 | 0.00 | 3,656,957.34 | 7,500,000.00 | 48.76 |
| | Total Revenue | 2,264.24 | 0.00 | 0.00 | 7,718,049.40 | 15,810,116.00 | 48.82 |
| EXPENSE | Expense | | | | | | |
| 100 | Salaries | | | | | | |
| 115-0000 | Non-Certified Supervision/Head | 6,841.94 | 0.00 | 0.00 | 75,234.17 | 87,375.00 | 86.10 |
| 116-0000 | Non-Certified Sec/Spec | 3,028.60 | 0.00 | 0.00 | 33,195.64 | 39,525.00 | 83.99 |
| 132-0000 | 1.5 Overtime | 14.19 | 0.00 | 0.00 | 85.16 | 500.00 | 17.03 |
| 148-0000 | Extra Pay-Non-Certified | 1,414.23 | 0.00 | 0.00 | 5,051.73 | 8,700.00 | 58.07 |
| 149-0000 | Extra Pay-Certified | 36,630.00 | 0.00 | 0.00 | 318,731.66 | 315,000.00 | 101.18 |
| 161-0000 | Mileage Stipend | 184.62 | 0.00 | 0.00 | 2,030.76 | 2,400.00 | 84.62 |
| | Total Salaries | 48,113.58 | 0.00 | 0.00 | 434,329.12 | 453,500.00 | 95.77 |
| 200 | Employee Benefits | | | | | | |
| 211-0000 | Teachers Retirement (TRS) | 214.61 | 0.00 | 0.00 | 2,080.41 | 2,000.00 | 104.02 |
| 218-0000 | THIS Fund Employer Contributio | 341.55 | 0.00 | 0.00 | 2,877.40 | 2,900.00 | 99.22 |
| 221-0000 | Life Insurance | 13.92 | 0.00 | 0.00 | 153.22 | 630.00 | 24.32 |
| 222-0000 | Medical Insurance | 486.20 | 0.00 | 0.00 | 4,792.76 | 17,058.00 | 28.10 |
| 223-0000 | Dental Insurance | 96.46 | 0.00 | 0.00 | 909.28 | 1,050.00 | 86.60 |
| 224-0000 | Vision Insurance | 19.20 | 0.00 | 0.00 | 192.12 | 263.00 | 73.05 |
| 225-0000 | Disability Insurance | 9.98 | 0.00 | 0.00 | 109.78 | 210.00 | 52.28 |
| | Total Employee Benefits | 1,181.92 | 0.00 | 0.00 | 11,114.97 | 24,111.00 | 46.10 |
| 300 | Purchased Services | | | | | | |
| 319-0000 | Other Professional & Technical | 0.00 | 0.00 | 0.00 | 1,216.45 | 4,400.00 | 27.65 |
| 321-0000 | Sanitation Services | 1,246.93 | 0.00 | 0.00 | 13,581.40 | 11,000.00 | 123.47 |
| 323-0000 | Repair & Maintenance | 16,148.56 | 0.00 | 0.00 | 47,379.34 | 65,000.00 | 72.89 |
| 325-0000 | Rentals | 1,751.12 | 0.00 | 0.00 | 27,638.08 | 34,000.00 | 81.29 |

# Income Statement



| Consolidated | | Transportation Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| 300 | Purchased Services | | | | | | |
| 331-0000 | Pupil Transportation-General | 55,169.00 | 0.00 | 0.00 | 778,973.44 | 674,000.00 | 115.57 |
| 333-0000 | District Travel | 0.00 | 0.00 | 0.00 | 9,605.25 | 14,300.00 | 67.17 |
| 334-0000 | Professional Meetings | 0.00 | 0.00 | 0.00 | 80.00 | 100.00 | 80.00 |
| 336-0000 | Pupil Transportation-Field Tri | 0.00 | 0.00 | 0.00 | 244,008.28 | 350,000.00 | 69.72 |
| 341-0000 | Postage & Shipping Charges | 0.00 | 0.00 | 0.00 | 4,851.00 | 5,100.00 | 95.12 |
| 346-0000 | Telephone - WAN and Internet | 0.00 | 0.00 | 0.00 | 0.00 | 425.00 | 0.00 |
| 347-0000 | Telephone-Cellular | 0.00 | 0.00 | 0.00 | 600.63 | 850.00 | 70.66 |
| 353-0000 | License & Registration | 0.00 | 0.00 | 0.00 | 962.77- | 2,500.00 | 38.51- |
| 361-0000 | Printing & Binding | 0.00 | 0.00 | 0.00 | 2,433.33 | 7,500.00 | 32.44 |
| 371-0000 | Water/Sewer Services | 0.00 | 0.00 | 0.00 | 4,115.10 | 5,500.00 | 74.82 |
| 389-0000 | Insurance-Fire-Theft-All Other | 0.00 | 0.00 | 0.00 | 95,500.00 | 95,500.00 | 100.00 |
| 392-0000 | License & Registrations | 0.00 | 0.00 | 0.00 | 5,732.00 | 2,000.00 | 286.60 |
| 394-0000 | Managment Fees-Transportation | 0.00 | 0.00 | 0.00 | 9,163,145.95 | 12,850,000.00 | 71.31 |
| | Total Purchased Services | 74,315.61 | 0.00 | 0.00 | 10,397,897.48 | 14,122,175.00 | 73.63 |
| 400 | Supplies & Materials | | | | | | |
| 411-0000 | Supplies-General | 1,139.55 | 0.00 | 0.00 | 2,929.69 | 9,700.00 | 30.20 |
| 462-0000 | Oil | 14,070.75 | 0.00 | 0.00 | 39,011.72 | 50,000.00 | 78.02 |
| 464-0000 | Gasoline | 41,450.36 | 0.00 | 0.00 | 718,751.32 | 1,000,000.00 | 71.88 |
| 465-0000 | Natural Gas | 1,494.43 | 0.00 | 0.00 | 8,156.38 | 11,000.00 | 74.15 |
| 482-0000 | Parts-Transportation | 0.00 | 0.00 | 0.00 | 54,534.34 | 125,835.00 | 43.34 |
| | Total Supplies & Materials | 58,155.09 | 0.00 | 0.00 | 823,383.45 | 1,196,535.00 | 68.81 |
| 500 | Capital Outlay | | | | | | |
| 541-0000 | Equipment | 27,137.10 | 0.00 | 0.00 | 35,837.27 | 10,000.00 | 358.37 |
| | Total Capital Outlay | 27,137.10 | 0.00 | 0.00 | 35,837.27 | 10,000.00 | 358.37 |
| 900 | System Accounts | | | | | | |
| 750 | Capital Outlay - Capitalized | | | | | | |
| 751-0000 | Equipment < $5000 | 0.00 | 0.00 | 0.00 | 891.00 | 1,000.00 | 89.10 |
| 755-0000 | Computer Equipment < $5000 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| | Total Capital Outlay - Capita | 0.00 | 0.00 | 0.00 | 891.00 | 3,000.00 | 29.70 |
| | Total System Accounts | 0.00 | 0.00 | 0.00 | 891.00 | 3,000.00 | 29.70 |
| | Total Expense | 208,903.30 | 0.00 | 0.00 | 11,703,453.29 | 15,809,321.00 | 74.03 |
| | Total Net Change in Fund Balan | 206,639.06- | 0.00 | 0.00 | 3,985,403.89- | 795.00 | 0.00 |
| | Large Percent of Budget | | | 0.00 | | | 501308.67- |

# Income Statement



Consolidated | Municipal Retirement Fund | Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 1,306,905.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 0.00 | 0.00 | 0.00 | 1,398,362.92 | 1,264,825.00 | 110.56 |
| 1511-0000 | Interest on Investments | 4,485.74 | 0.00 | 0.00 | 47,842.18 | 180,000.00 | 26.58 |
| | Total Revenue from Local Sourc | 4,485.74 | 0.00 | 0.00 | 1,446,205.10 | 2,751,730.00 | 52.56 |
| | Total Revenue | 4,485.74 | 0.00 | 0.00 | 1,446,205.10 | 2,751,730.00 | 52.56 |
| EXPENSE | Expense | | | | | | |
| 200 | Employee Benefits | | | | | | |
| 212-0000 | Municipal Retirement (IMRF) | 174,891.51 | 0.00 | 0.00 | 2,026,341.92 | 2,610,000.00 | 77.64 |
| | Total Employee Benefits | 174,891.51 | 0.00 | 0.00 | 2,026,341.92 | 2,610,000.00 | 77.64 |
| | Total Expense | 174,891.51 | 0.00 | 0.00 | 2,026,341.92 | 2,610,000.00 | 77.64 |
| | Total Net Change in Fund Balan | 170,405.77- | 0.00 | 0.00 | 580,136.82- | 141,730.00 | 409.33- |

# Income Statement



Consolidated Social Security/Medicare Fund Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1151-0000 | CUR YR Soc Sec/Medicare Levy | 0.00 | 0.00 | 0.00 | 0.00 | 1,442,212.00 | 0.00 |
| 1152-0000 | First PR YR Soc Sec/Medicare L | 0.00 | 0.00 | 0.00 | 1,527,176.66 | 1,395,775.00 | 109.41 |
| 1231-0000 | Corporate Personal Property Re | 0.00 | 0.00 | 0.00 | 0.00 | 500,000.00 | 0.00 |
| 1511-0000 | Interest on Investments | 65.03 | 0.00 | 0.00 | 12,195.14 | 184,000.00 | 6.63 |
| | Total Revenue from Local Sourc | 65.03 | 0.00 | 0.00 | 1,539,371.80 | 3,521,987.00 | 43.71 |
| | Total Revenue | 65.03 | 0.00 | 0.00 | 1,539,371.80 | 3,521,987.00 | 43.71 |
| EXPENSE | Expense | | | | | | |
| 200 | Employee Benefits | | | | | | |
| 213-0000 | Federal Insurance Contribution | 104,525.99 | 0.00 | 0.00 | 1,381,196.86 | 1,800,000.00 | 76.73 |
| 214-0000 | Medicare Only | 121,357.92 | 0.00 | 0.00 | 1,433,632.13 | 2,090,000.00 | 68.59 |
| | Total Employee Benefits | 225,883.91 | 0.00 | 0.00 | 2,814,828.99 | 3,890,000.00 | 72.36 |
| | Total Expense | 225,883.91 | 0.00 | 0.00 | 2,814,828.99 | 3,890,000.00 | 72.36 |
| | Total Net Change in Fund Balan | 225,818.88- | 0.00 | 0.00 | 1,275,457.19- | 368,013.00- | 346.58 |

# Income Statement



| Consolidated | | Site & Construction Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1511-0000 | Interest on Investments | 8,686.33 | 0.00 | 0.00 | 53,494.93 | 90,000.00 | 59.44 |
| 1960-0000 | Surplus from TIF Funds | 3,367,123.50 | 0.00 | 0.00 | 5,490,682.97 | 3,900,000.00 | 140.79 |
| | Total Revenue from Local Sourc | 3,375,809.83 | 0.00 | 0.00 | 5,544,177.90 | 3,990,000.00 | 138.95 |
| | Total Revenue | 3,375,809.83 | 0.00 | 0.00 | 5,544,177.90 | 3,990,000.00 | 138.95 |
| EXPENSE | Expense | | | | | | |
| 500 | Capital Outlay | | | | | | |
| 521-0000 | Buildings | 807,011.00 | 0.00 | 0.00 | 10,026,738.80 | 11,117,060.00 | 90.19 |
| 531-0000 | Improvements Other than Buildi | 127,596.00 | 0.00 | 0.00 | 869,802.26 | 0.00 | 0.00 |
| | Total Capital Outlay | 934,607.00 | 0.00 | 0.00 | 10,896,541.06 | 11,117,060.00 | 98.02 |
| 700 | Transfers | | | | | | |
| 703-0000 | Transfer Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 2,500,000.00- | 0.00 |
| | Total Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 2,500,000.00- | 0.00 |
| | Total Expense | 934,607.00 | 0.00 | 0.00 | 10,896,541.06 | 8,617,060.00 | 126.45 |
| | Total Net Change in Fund Balan | 2,441,202.83 | 0.00 | 0.00 | 5,352,363.16- | 4,627,060.00- | 115.68 |

# Income Statement



| Consolidated | | Impact Fees Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1511-0000 | Interest on Investments | 18,495.30 | 0.00 | 0.00 | 166,163.37 | 24,000.00 | 692.35 |
| 1931-0000 | Impact Fees-East Dundee/West D | 0.00 | 0.00 | 0.00 | 0.00 | 180,500.00 | 0.00 |
| 1937-0000 | Impact Fees-Hampshire | 0.00 | 0.00 | 0.00 | 0.00 | 47,800.00 | 0.00 |
| 1938-0000 | Impact Fees-Gilberts | 0.00 | 0.00 | 0.00 | 62,770.00 | 86,400.00 | 72.65 |
| 1939-0000 | Impact Fees-Algonquin/Carpente | 0.00 | 0.00 | 0.00 | 0.00 | 211,700.00 | 0.00 |
| 1941-0000 | Technology E-Rate Revenue | 0.00 | 0.00 | 0.00 | 101,434.80 | 0.00 | 0.00 |
| 1942-0000 | Impact Fees-City of Elgin | 0.00 | 0.00 | 0.00 | 0.00 | 112,600.00 | 0.00 |
| | Total Revenue from Local Sourc | 18,495.30 | 0.00 | 0.00 | 330,368.17 | 663,000.00 | 49.83 |
| | Total Revenue | 18,495.30 | 0.00 | 0.00 | 330,368.17 | 663,000.00 | 49.83 |
| EXPENSE | Expense | | | | | | |
| 500 | Capital Outlay | | | | | | |
| 547-0000 | Network Equipment > $500 | 368,475.90 | 0.00 | 0.00 | 368,475.90 | 0.00 | 0.00 |
| | Total Capital Outlay | 368,475.90 | 0.00 | 0.00 | 368,475.90 | 0.00 | 0.00 |
| | Total Expense | 368,475.90 | 0.00 | 0.00 | 368,475.90 | 0.00 | 0.00 |
| | Total Net Change in Fund Balan | 349,980.60- | 0.00 | 0.00 | 38,107.73- | 663,000.00 | 5.75- |

# Income Statement



Consolidated | Working Capital Fund | Consolidated

| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
|---|---|---|---|---|---|---|---|
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1111-0000 | CUR YR General Levy | 0.00 | 0.00 | 0.00 | 0.00 | 62,290.00 | 0.00 |
| 1112-0000 | First PR YR General Levy | 0.00 | 0.00 | 0.00 | 61,274.43 | 60,284.00 | 101.64 |
| 1511-0000 | Interest on Investments | 49,735.66 | 0.00 | 0.00 | 438,734.53 | 967,000.00 | 45.37 |
| | Total Revenue from Local Sourc | 49,735.66 | 0.00 | 0.00 | 500,008.96 | 1,089,574.00 | 45.89 |
| | Total Revenue | 49,735.66 | 0.00 | 0.00 | 500,008.96 | 1,089,574.00 | 45.89 |
| EXPENSE | Expense | | | | | | |
| | Total Net Change in Fund Balan | 49,735.66 | 0.00 | 0.00 | 500,008.96 | 1,089,574.00 | 45.89 |

# Income Statement



| Consolidated | | Tort Immunity Fund | | | Consolidated | | |
|---|---|---|---|---|---|---|---|
| Account Nbr | Description | Period Amount | Period Budget | Pct Of Budget | Year To Date Amount | Year To Date Budget | Pct Of Budget |
| REVENUE | Revenue | | | | | | |
| LOCAL | Revenue from Local Sources | | | | | | |
| 1121-0000 | CUR YR Tort Immunity Levy | 0.00 | 0.00 | 0.00 | 931,897.91 | 878,439.00 | 106.09 |
| 1122-0000 | First PR YR Tort Immunity Levy | 0.00 | 0.00 | 0.00 | 0.00 | 850,155.00 | 0.00 |
| 1511-0000 | Interest on Investments | 0.00 | 0.00 | 0.00 | 243.79 | 82,000.00 | .30 |
| | Total Revenue from Local Sourc | 0.00 | 0.00 | 0.00 | 932,141.70 | 1,810,594.00 | 51.48 |
| | Total Revenue | 0.00 | 0.00 | 0.00 | 932,141.70 | 1,810,594.00 | 51.48 |
| EXPENSE | Expense | | | | | | |
| 300 | Purchased Services | | | | | | |
| 382-0000 | Fidelity Bond Premiums | 0.00 | 0.00 | 0.00 | 18,750.00 | 18,750.00 | 100.00 |
| 383-0000 | Worker's Compensation Insuranc | 0.00 | 0.00 | 0.00 | 983,350.00 | 983,350.00 | 100.00 |
| 389-0000 | Insurance-Fire-Theft-All Other | 0.00 | 0.00 | 0.00 | 759,683.00 | 759,683.00 | 100.00 |
| | Total Purchased Services | 0.00 | 0.00 | 0.00 | 1,761,783.00 | 1,761,783.00 | 100.00 |
| | Total Expense | 0.00 | 0.00 | 0.00 | 1,761,783.00 | 1,761,783.00 | 100.00 |
| | Total Net Change in Fund Balan | 0.00 | 0.00 | 0.00 | 829,641.30- | 48,811.00 | 1699.70- |

| Pcard Statement Posting Date May 2021 | Merchant | Transaction Amount | Comments |
|---|---|---|---|
| 4/12/2021 | Adobe 800-833-6687 | 29.99 | STAFF |
| 5/5/2021 | Adobe Inc | 9.99 | STAFF |
| 4/20/2021 | Akdesigns | 607.50 | STAFF |
| 4/28/2021 | Aldi 40029 | 43.60 | STUDENT |
| 5/5/2021 | Aldi 40029 | 7.48 | STUDENT |
| 4/22/2021 | Algonquin Sub Shop | 100.75 | STAFF |
| 4/23/2021 | Algonquin Sub Shop | 65.15 | STAFF |
| 4/20/2021 | American Assoc Of Teac | 88.50 | STUDENT |
| 4/9/2021 | Anderson Lock Co | 18.00 | BG |
| 4/26/2021 | Anderson Lock Co | 440.00 | BG |
| 4/23/2021 | Aramsco Interlink Crw | 384.69 | BUILDING |
| 4/13/2021 | Asbo | 240.00 | STAFF |
| 4/14/2021 | Att Bill Payment | 3241.78 | AP BOARD APPROVED |
| 4/26/2021 | Autozone # 2549 | 4.99 | BG |
| 4/13/2021 | Batteries Plus #0280 | 15.36 | STUDENT |
| 4/23/2021 | Batteries Plus #0456 | 15.90 | BG |
| 4/22/2021 | Bed Bath & Beyond #190 | 63.05 | STAFF |
| 4/27/2021 | Blockj Fresh Market | 18.59 | FACS |
| 4/29/2021 | Broadway Plus | 700.00 | STUDENT |
| 4/16/2021 | Buona Online | 89.44 | STAFF |
| 4/27/2021 | Bureaueduca | 149.00 | STAFF |
| 4/26/2021 | Butera Fruit Market | 28.71 | STUDENT |
| 4/30/2021 | Chick-Fil-A #02927 | 358.41 | STUDENT |
| 4/28/2021 | Chilis Algonquin #179 | 99.18 | STAFF |
| 4/29/2021 | Comcast Business | 10906.45 | AP BOARD APPROVED |
| 4/9/2021 | Consortium For School | 1300.00 | STAFF |
| 4/9/2021 | Creative Promotional A | 58.00 | STAFF |
| 5/5/2021 | Dairy Queen 18948 | 20.00 | STUDENT |
| 5/5/2021 | Dd/Br #339870 Q35 | 20.00 | STUDENT |
| 4/7/2021 | Dollar Tree | 49.00 | STUDENT |
| 4/14/2021 | Dollar Tree | 186.00 | STUDENT |
| 4/21/2021 | Dollar Tree | 14.00 | STUDENT |
| 4/21/2021 | Dollar Tree | 19.00 | STAFF |
| 4/22/2021 | Dollar Tree | 78.00 | STUDENT |
| 5/4/2021 | Dollar Tree | 86.00 | STUDENT |
| 5/5/2021 | Dollar Tree, Inc. | 191.48 | STUDENT |
| 4/6/2021 | Eds Rental And Sales | 111.36 | BG |
| 4/21/2021 | Eds Rental And Sales | 76.00 | BG |
| 4/26/2021 | Eds Rental And Sales | 70.00 | STUDENT |
| 4/29/2021 | Eds Rental And Sales | -38.00 | BG |
| 4/30/2021 | Eds Rental And Sales | 150.00 | STAFF |
| 5/3/2021 | Eds Rental And Sales | 55.68 | BG |
| 4/23/2021 | Eig Constantcontact.Co | 45.00 | STAFF |

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|---|---|---|---|
| 4/6/2021 | Elgin Key & Lock Co In | 41.73 | BG |
| 4/19/2021 | Elgin Key & Lock Co In | 288.73 | BUILDING |
| 4/7/2021 | Event #wpc22 | 530.00 | STAFF |
| 4/7/2021 | Event #wpc22 | 795.00 | STAFF |
| 4/7/2021 | Event #wpc22 | 340.00 | STAFF |
| 4/7/2021 | Event #wpc22 | 340.00 | STAFF |
| 4/7/2021 | Event #wpc22 | 340.00 | STAFF |
| 4/14/2021 | Evernote | 69.99 | STAFF |
| 4/15/2021 | Farm & Fleet Of Elgin | 62.97 | BG |
| 4/28/2021 | Fastmodel Sports | 109.00 | STUDENT |
| 4/29/2021 | Fastsigns Blue Pond Si | 550.00 | BUILDING |
| 4/26/2021 | Fedex 786336414354 | 48.51 | STUDENT |
| 4/6/2021 | Ferguson Ent #1123 | 150.77 | BG |
| 4/7/2021 | Ferguson Ent #1123 | 13.55 | BG |
| 4/7/2021 | Ferguson Ent #1123 | 195.10 | BG |
| 4/9/2021 | Ferguson Ent #1123 | 16.79 | BG |
| 4/9/2021 | Ferguson Ent #1123 | 132.24 | BG |
| 4/15/2021 | Ferguson Ent #1123 | 126.39 | BG |
| 4/22/2021 | Ferguson Ent #1123 | 55.41 | BG |
| 4/26/2021 | Ferguson Ent #1123 | 95.73 | BG |
| 4/27/2021 | Ferguson Ent #1123 | 43.12 | BG |
| 5/3/2021 | Ferguson Ent #1123 | 12.00 | BG |
| 5/3/2021 | Ferguson Ent #1123 | 32.78 | BG |
| 4/26/2021 | Ferguson Ent #1643 | 99.99 | BG |
| 5/3/2021 | Five Below 712 | 70.00 | STAFF |
| 4/7/2021 | Five Below 716 | 142.50 | STUDENT |
| 4/14/2021 | Gamechanger Media, Inc | 264.56 | STUDENT |
| 4/23/2021 | Gds Garage Door Suppli | 38.98 | BG |
| 4/15/2021 | Gensburg Calandriello | 3880.00 | AP BOARD APPROVED |
| 4/15/2021 | Glsen | 60.00 | STAFF |
| 4/8/2021 | Gustave A Larson Compa | 14.70 | BG |
| 4/9/2021 | Gustave A Larson Compa | 81.31 | BG |
| 4/9/2021 | Gustave A Larson Compa | 47.98 | BG |
| 4/15/2021 | Gustave A Larson Compa | 11.97 | BG |
| 4/30/2021 | Gustave A Larson Compa | 28.00 | BG |
| 5/3/2021 | Gustave A Larson Compa | 44.90 | BG |
| 5/5/2021 | Gustave A Larson Compa | 50.29 | BG |
| 4/13/2021 | Hampshire Napa | 5.99 | BG |
| 4/12/2021 | Hobby-Lobby #520 | 69.89 | STAFF |
| 4/26/2021 | Hobby-Lobby #520 | 19.49 | STUDENT |
| 4/26/2021 | Honeybaked Ham Company | 1000.20 | STAFF |
| 4/21/2021 | Illinois Association O | 75.00 | STAFF |
| 4/15/2021 | In The Spyglass Group | 10537.84 | AP BOARD APPROVED |
| 5/3/2021 | Indeed | 306.37 | STAFF |
| 4/22/2021 | Jewel Osco 1256 | 71.96 | STUDENT |
| 4/28/2021 | Jewel Osco 1256 | 28.97 | STUDENT |
| 4/30/2021 | Jewel Osco 1306 | 95.58 | STAFF |
| 5/3/2021 | Jewel Osco 1306 | 24.99 | STAFF |

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|---|---|---|---|
| 4/12/2021 | Jewel Osco 2310 | 55.86 | STUDENT |
| 4/23/2021 | Jewel Osco 2517 | 25.98 | STAFF |
| 4/26/2021 | Jewel Osco 3394 | 145.40 | FACS |
| 4/23/2021 | Jim M Lady Oldsmobile | 941.89 | BG |
| 4/29/2021 | Jimmys Charhouse Of E | 200.00 | STAFF |
| 4/19/2021 | Joann Stores #2465 | 11.99 | STAFF |
| 5/3/2021 | Joann Stores #2465 | 22.98 | STAFF |
| 5/3/2021 | Joann Stores #2465 | 486.23 | FACS |
| 4/26/2021 | Lensrentals.Com | 264.00 | STAFF |
| 4/28/2021 | Lensrentals.Com | 102.00 | STAFF |
| 4/12/2021 | Little Caesars #1713 | 72.30 | STUDENT |
| 4/21/2021 | Lowes #01739 | 49.04 | BG |
| 4/22/2021 | Loyola Chgo Cas | 1075.00 | STAFF |
| 4/8/2021 | McAlisters Mm 101345 | 78.07 | STAFF |
| 4/28/2021 | McAlisters Mm 101345 | 263.05 | STUDENT |
| 5/5/2021 | McDonalds F34623 | 20.00 | STUDENT |
| 4/12/2021 | McDonalds M5509 Of | 60.00 | STUDENT |
| 4/29/2021 | McMaster-Carr | 48.38 | BG |
| 4/9/2021 | Meijer # 206 | 102.59 | FACS |
| 4/12/2021 | Meijer # 206 | 62.94 | FACS |
| 4/16/2021 | Meijer # 206 | 119.14 | FACS |
| 4/16/2021 | Meijer # 206 | 14.46 | FACS |
| 4/19/2021 | Meijer # 206 | 25.76 | FACS |
| 4/21/2021 | Meijer # 206 | 56.29 | STAFF |
| 4/23/2021 | Meijer # 206 | 8.99 | FACS |
| 4/26/2021 | Meijer # 206 | 23.89 | FACS |
| 4/26/2021 | Meijer # 206 | 67.83 | STAFF |
| 4/28/2021 | Meijer # 206 | 110.75 | FACS |
| 4/30/2021 | Meijer # 206 | 23.67 | FACS |
| 5/3/2021 | Meijer # 206 | 36.60 | FACS |
| 4/19/2021 | Meijer # 228 | 17.01 | STUDENT |
| 4/7/2021 | Menards Carpentersvill | 26.52 | BG |
| 4/8/2021 | Menards Carpentersvill | 26.84 | BUILDING |
| 4/9/2021 | Menards Carpentersvill | 8.02 | BG |
| 4/12/2021 | Menards Carpentersvill | 16.98 | BG |
| 4/12/2021 | Menards Carpentersvill | 69.79 | BG |
| 4/12/2021 | Menards Carpentersvill | 78.40 | BUILDING |
| 4/12/2021 | Menards Carpentersvill | 49.73 | BUILDING |
| 4/15/2021 | Menards Carpentersvill | 28.99 | BG |
| 4/15/2021 | Menards Carpentersvill | 22.82 | BG |
| 4/15/2021 | Menards Carpentersvill | 29.50 | BUILDING |
| 4/16/2021 | Menards Carpentersvill | 50.05 | BG |
| 4/19/2021 | Menards Carpentersvill | 72.36 | BG |
| 4/19/2021 | Menards Carpentersvill | 34.95 | BG |
| 4/19/2021 | Menards Carpentersvill | 24.98 | BG |
| 4/21/2021 | Menards Carpentersvill | 20.93 | BG |
| 4/21/2021 | Menards Carpentersvill | 58.56 | BG |
| 4/22/2021 | Menards Carpentersvill | 13.77 | BG |

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|---|---|---|---|
| 4/22/2021 | Menards Carpentersvill | 3.49 | BUILDING |
| 4/22/2021 | Menards Carpentersvill | 17.83 | BUILDING |
| 4/22/2021 | Menards Carpentersvill | 39.55 | BUILDING |
| 4/23/2021 | Menards Carpentersvill | 9.36 | BG |
| 4/23/2021 | Menards Carpentersvill | 60.97 | BG |
| 4/23/2021 | Menards Carpentersvill | 86.48 | BG |
| 4/23/2021 | Menards Carpentersvill | 139.95 | BG |
| 4/26/2021 | Menards Carpentersvill | 5.87 | BG |
| 4/26/2021 | Menards Carpentersvill | 79.70 | BG |
| 4/28/2021 | Menards Carpentersvill | 110.09 | BG |
| 4/28/2021 | Menards Carpentersvill | 59.98 | BG |
| 4/30/2021 | Menards Carpentersvill | 80.64 | BG |
| 4/30/2021 | Menards Carpentersvill | 546.87 | BG |
| 4/30/2021 | Menards Carpentersvill | 23.98 | BUILDING |
| 5/3/2021 | Menards Carpentersvill | 3.96 | BG |
| 5/3/2021 | Menards Carpentersvill | 5.69 | BG |
| 5/3/2021 | Menards Carpentersvill | 25.89 | BG |
| 5/3/2021 | Menards Carpentersvill | 15.87 | BG |
| 5/3/2021 | Menards Carpentersvill | 220.70 | BUILDING |
| 5/3/2021 | Menards West Chicago I | 167.60 | BG |
| 4/8/2021 | Michaels #9490 | 83.94 | STUDENT |
| 4/22/2021 | Michaels Stores 1383 | 31.85 | STUDENT |
| 4/28/2021 | Michaels Stores 4802 | 71.10 | STAFF |
| 4/29/2021 | Michaels Stores 4802 | -34.86 | STAFF |
| 4/29/2021 | Michaels Stores 4802 | 79.88 | STAFF |
| 4/30/2021 | Michaels Stores 4802 | 9.98 | BG |
| 4/30/2021 | Michaels Stores 4802 | 36.49 | STAFF |
| 5/4/2021 | Michaels Stores 4802 | 17.99 | STAFF |
| 4/6/2021 | Mighty Mites Awards S | 180.00 | STAFF |
| 4/14/2021 | Morettis | 133.27 | STAFF |
| 4/22/2021 | Nametagcountry.Com | 31.47 | STAFF |
| 4/13/2021 | National Pen Co Llc | 129.14 | STAFF |
| 4/13/2021 | National School Boards | 267.00 | STAFF |
| 4/21/2021 | National School Boards | 99.00 | STAFF |
| 4/29/2021 | National Science Teach | 84.83 | STUDENT |
| 5/5/2021 | Niaaa | 80.00 | STAFF |
| 4/22/2021 | North Of The Border | 81.31 | STAFF |
| 4/9/2021 | Office Depot #2314 | 56.20 | STUDENT |
| 4/9/2021 | Office Depot #2314 | 205.66 | STUDENT |
| 4/27/2021 | Office Depot #2314 | 25.79 | STUDENT |
| 4/26/2021 | Officemax/Depot 6370 | 155.92 | STAFF |
| 4/29/2021 | Officemax/Depot 6532 | 38.66 | STUDENT |
| 4/29/2021 | Officemax/Depot 6532 | 47.85 | STUDENT |
| 4/21/2021 | Olive Garden 0021156 | 109.88 | STAFF |
| 4/26/2021 | Olive Garden 0021156 | 71.71 | STAFF |
| 4/19/2021 | Otc Brands Inc | 439.82 | STAFF |
| 4/30/2021 | Panera Bread #204017 O | 144.35 | STAFF |
| 4/19/2021 | Panera Bread #204091 O | 156.35 | STAFF |

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|---|---|---|---|
| 4/22/2021 | Panera Bread #204091 O | 151.15 | STAFF |
| 4/19/2021 | Party City 5318 | 43.96 | STAFF |
| 4/21/2021 | Party City 5318 | 32.95 | STAFF |
| 4/22/2021 | Party City 5318 | 59.66 | STUDENT |
| 5/3/2021 | Party City 5318 | 55.47 | STAFF |
| 4/12/2021 | Paypal Jalogancoll | -20.00 | STAFF |
| 4/26/2021 | Paypal Martezrucke | 65.00 | STUDENT |
| 4/20/2021 | Pitney Bowes Pi | 64.59 | POSTAGE |
| 4/28/2021 | Pitney Bowes Pi | 216.25 | POSTAGE |
| 4/30/2021 | Pitney Bowes Pi | 226.06 | POSTAGE |
| 4/15/2021 | Pitneybowesleasedequip | 1401.84 | AP BOARD APPROVED |
| 4/21/2021 | Platt Hill Nursery,inc | 89.70 | STAFF |
| 4/21/2021 | Playing With Murder | 29.95 | STUDENT |
| 4/8/2021 | Porter Pipe & Supply | 56.25 | BG |
| 4/15/2021 | Porter Pipe & Supply | 101.52 | BG |
| 5/3/2021 | Porter Pipe & Supply | 428.46 | BG |
| 5/5/2021 | Porter Pipe & Supply | 82.26 | BG |
| 4/7/2021 | Proctoru Inc. | 12.00 | BG |
| 4/22/2021 | Proctoru Inc. | 24.00 | STAFF |
| 4/27/2021 | Proctoru Inc. | 24.00 | BG |
| 4/29/2021 | Proctoru Inc. | 20.00 | STAFF |
| 5/3/2021 | Pure Dry Cleaners | 96.00 | STAFF |
| 4/15/2021 | Randall Roadhouse Tave | 132.04 | STAFF |
| 4/19/2021 | Randall Roadhouse Tave | 129.42 | STAFF |
| 4/29/2021 | Randall Roadhouse Tave | 75.53 | STAFF |
| 5/5/2021 | Red Robin No 343 | 670.11 | STAFF |
| 4/6/2021 | Reg Office Of Educ P | 15.00 | STAFF |
| 4/6/2021 | Reg Office Of Educ P | 15.00 | STAFF |
| 4/8/2021 | Reg Office Of Educ P | 15.00 | STAFF |
| 4/8/2021 | Reg Office Of Educ P | 15.00 | STAFF |
| 4/9/2021 | Robotshop.Com | 46.36 | STUDENT |
| 4/29/2021 | Robotshop.Com | 66.52 | STUDENT |
| 4/14/2021 | Rosatis Pizza - Carpen | 117.45 | STAFF |
| 4/21/2021 | Russo Power Equipment | 117.59 | BG |
| 4/21/2021 | Russo Power Equipment | 139.96 | BG |
| 4/26/2021 | Sams Club #4942 | 45.00 | STUDENT |
| 4/26/2021 | Samsclub #4942 | 9.98 | STUDENT |
| 4/16/2021 | Samsclub.Com | 290.68 | STAFF |
| 4/22/2021 | Samsclub.Com | 238.08 | STUDENT |
| 5/3/2021 | Samsclub.Com | 156.46 | STAFF |
| 4/8/2021 | Sewing Concepts | 35.00 | FACS |
| 4/13/2021 | Sherwin Williams 70304 | 57.72 | BG |
| 4/20/2021 | Sherwin Williams 70304 | 57.72 | BG |
| 4/28/2021 | Sherwin Williams 70304 | 63.69 | BG |
| 4/29/2021 | Sherwin Williams 70304 | 21.16 | BG |
| 5/4/2021 | Sherwin Williams 70304 | 57.72 | BG |
| 4/29/2021 | Siteone Landscape Supp | 103.22 | BG |
| 4/29/2021 | Siteone Landscape Supp | 60.78 | BUILDING |

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|---|---|---|---|
| 4/27/2021 | Sp Custombrandedbox | 4627.04 | STUDENT |
| 4/27/2021 | Sp Custombrandedbox | 6332.14 | STUDENT |
| 4/27/2021 | Sp Custombrandedbox | 6577.12 | STUDENT |
| 4/29/2021 | Sp Custombrandedbox | 4922.13 | STUDENT |
| 5/5/2021 | Sq Don Rafa | 828.00 | STAFF |
| 5/5/2021 | Sq Joe And Dough | 320.00 | STAFF |
| 4/29/2021 | Sq Sunburst Sportswea | 18.00 | STUDENT |
| 4/12/2021 | Steiner Elec Crystal L | 53.01 | BG |
| 4/13/2021 | Steiner Elec Crystal L | 160.72 | BG |
| 4/16/2021 | Steiner Elec Crystal L | 5.20 | BG |
| 4/16/2021 | Steiner Elec Crystal L | 131.13 | BG |
| 4/19/2021 | Steiner Elec Crystal L | 13.77 | BG |
| 4/19/2021 | Steiner Elec Crystal L | 283.41 | BG |
| 4/20/2021 | Steiner Elec Crystal L | 96.11 | BG |
| 4/20/2021 | Steiner Elec Crystal L | 61.75 | BG |
| 4/28/2021 | Steiner Elec Crystal L | 443.52 | BG |
| 5/5/2021 | Steiner Elec Crystal L | 43.26 | BG |
| 4/9/2021 | Steiner Elec Elk Grove | 783.00 | BG |
| 4/14/2021 | Strut & Supply Inc | 234.65 | BG |
| 4/14/2021 | Sundberg America | 56.92 | BG |
| 4/13/2021 | Target 00018010 | 21.53 | STAFF |
| 4/14/2021 | Target 00018010 | 25.00 | STUDENT |
| 4/27/2021 | Target 00018010 | 9.99 | STAFF |
| 5/5/2021 | Target 00018010 | 131.42 | STAFF |
| 4/12/2021 | The Home Depot #1920 | 44.94 | BUILDING |
| 4/22/2021 | The Home Depot #1934 | 5.84 | BG |
| 4/7/2021 | The Home Depot #1940 | 19.89 | BG |
| 4/7/2021 | The Home Depot #1940 | 5.99 | BG |
| 4/8/2021 | The Home Depot #1940 | 5.28 | BG |
| 4/8/2021 | The Home Depot #1940 | 156.34 | BUILDING |
| 4/9/2021 | The Home Depot #1940 | 8.50 | BG |
| 4/9/2021 | The Home Depot #1940 | 13.12 | BG |
| 4/12/2021 | The Home Depot #1940 | 3.75 | BG |
| 4/12/2021 | The Home Depot #1940 | 32.51 | BG |
| 4/12/2021 | The Home Depot #1940 | 17.65 | BG |
| 4/12/2021 | The Home Depot #1940 | 18.16 | BG |
| 4/12/2021 | The Home Depot #1940 | 80.28 | BG |
| 4/14/2021 | The Home Depot #1940 | 78.57 | BG |
| 4/14/2021 | The Home Depot #1940 | 7.95 | BG |
| 4/15/2021 | The Home Depot #1940 | 19.97 | BG |
| 4/15/2021 | The Home Depot #1940 | 7.65 | BG |
| 4/16/2021 | The Home Depot #1940 | 31.58 | BG |
| 4/19/2021 | The Home Depot #1940 | 16.22 | BG |
| 4/19/2021 | The Home Depot #1940 | 53.04 | BG |
| 4/19/2021 | The Home Depot #1940 | 48.55 | BG |
| 4/19/2021 | The Home Depot #1940 | 33.94 | BG |
| 4/19/2021 | The Home Depot #1940 | 20.50 | BG |
| 4/19/2021 | The Home Depot #1940 | 199.00 | BG |

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|---|---|---|---|
| 4/19/2021 | The Home Depot #1940 | 15.36 | BG |
| 4/19/2021 | The Home Depot #1940 | 74.91 | BUILDING |
| 4/21/2021 | The Home Depot #1940 | 6.98 | BG |
| 4/22/2021 | The Home Depot #1940 | 4.96 | BG |
| 4/22/2021 | The Home Depot #1940 | 23.92 | BG |
| 4/22/2021 | The Home Depot #1940 | 71.58 | BG |
| 4/23/2021 | The Home Depot #1940 | -24.22 | BG |
| 4/26/2021 | The Home Depot #1940 | 26.33 | BG |
| 4/26/2021 | The Home Depot #1940 | 58.92 | BG |
| 4/26/2021 | The Home Depot #1940 | 299.94 | BG |
| 4/26/2021 | The Home Depot #1940 | 67.74 | BG |
| 4/26/2021 | The Home Depot #1940 | 36.47 | BG |
| 4/26/2021 | The Home Depot #1940 | 31.41 | BG |
| 4/26/2021 | The Home Depot #1940 | 17.25 | BG |
| 4/26/2021 | The Home Depot #1940 | 8.97 | BG |
| 4/26/2021 | The Home Depot #1940 | 7.94 | BG |
| 4/26/2021 | The Home Depot #1940 | 37.11 | BG |
| 4/28/2021 | The Home Depot #1940 | 38.91 | BG |
| 4/28/2021 | The Home Depot #1940 | 84.86 | BG |
| 4/28/2021 | The Home Depot #1940 | 38.24 | BG |
| 4/29/2021 | The Home Depot #1940 | 18.68 | BG |
| 4/29/2021 | The Home Depot #1940 | 33.24 | BG |
| 4/29/2021 | The Home Depot #1940 | 9.26 | BG |
| 4/29/2021 | The Home Depot #1940 | 36.56 | BG |
| 4/29/2021 | The Home Depot #1940 | 20.98 | BUILDING |
| 4/30/2021 | The Home Depot #1940 | 29.72 | BG |
| 5/3/2021 | The Home Depot #1940 | 39.49 | BG |
| 5/3/2021 | The Home Depot #1940 | 32.85 | BG |
| 5/3/2021 | The Home Depot #1940 | 69.96 | BG |
| 5/3/2021 | The Home Depot #1940 | 51.91 | BG |
| 5/3/2021 | The Home Depot #1940 | 33.41 | BG |
| 5/3/2021 | The Home Depot #1940 | 101.54 | BG |
| 5/3/2021 | The Home Depot #1940 | 148.80 | BG |
| 5/5/2021 | The Home Depot #1940 | 13.98 | BG |
| 5/5/2021 | The Home Depot #1940 | 29.94 | BG |
| 5/5/2021 | The Home Depot #1940 | 337.88 | BG |
| 5/5/2021 | The Home Depot #1940 | 60.84 | BG |
| 4/7/2021 | The Home Depot #1948 | 44.91 | BUILDING |
| 4/8/2021 | The Home Depot #1948 | 26.91 | BG |
| 4/8/2021 | The Home Depot #1948 | 103.94 | BG |
| 4/8/2021 | The Home Depot #1948 | 23.36 | BG |
| 4/9/2021 | The Home Depot #1948 | 196.96 | BUILDING |
| 4/9/2021 | The Home Depot #1948 | 141.76 | STUDENT |
| 4/12/2021 | The Home Depot #1948 | 23.92 | BG |
| 4/12/2021 | The Home Depot #1948 | 15.12 | BG |
| 4/12/2021 | The Home Depot #1948 | 24.13 | BUILDING |
| 4/15/2021 | The Home Depot #1948 | 113.49 | BG |
| 4/16/2021 | The Home Depot #1948 | 45.82 | BUILDING |

| | | | |
|---|---|---|---|
| 4/19/2021 | The Home Depot #1948 | 55.35 | BG |
| 4/19/2021 | The Home Depot #1948 | 65.46 | BG |
| 4/19/2021 | The Home Depot #1948 | 18.20 | BG |
| 4/19/2021 | The Home Depot #1948 | 119.84 | BG |
| 4/19/2021 | The Home Depot #1948 | 192.67 | BUILDING |
| 4/21/2021 | The Home Depot #1948 | 31.78 | BG |
| 4/21/2021 | The Home Depot #1948 | 10.85 | BG |
| 4/21/2021 | The Home Depot #1948 | 125.85 | BG |
| 4/22/2021 | The Home Depot #1948 | 4.57 | BG |
| 4/22/2021 | The Home Depot #1948 | 64.97 | BG |
| 4/22/2021 | The Home Depot #1948 | 59.98 | BUILDING |
| 4/26/2021 | The Home Depot #1948 | 101.17 | BG |
| 4/26/2021 | The Home Depot #1948 | 82.94 | BG |
| 4/28/2021 | The Home Depot #1948 | 218.83 | BG |
| 4/28/2021 | The Home Depot #1948 | 218.16 | BUILDING |
| 4/29/2021 | The Home Depot #1948 | 36.68 | BG |
| 4/29/2021 | The Home Depot #1948 | 146.93 | BG |
| 4/30/2021 | The Home Depot #1948 | 48.30 | BG |
| 4/30/2021 | The Home Depot #1948 | 14.97 | BG |
| 4/30/2021 | The Home Depot #1948 | 56.52 | BG |
| 5/3/2021 | The Home Depot #1948 | 21.94 | BG |
| 5/3/2021 | The Home Depot #1948 | 14.82 | BG |
| 5/3/2021 | The Home Depot #1948 | 15.88 | BG |
| 5/3/2021 | The Home Depot #1948 | 37.18 | BG |
| 5/3/2021 | The Home Depot #1948 | 85.38 | BUILDING |
| 5/5/2021 | The Home Depot #1948 | 15.25 | BG |
| 5/5/2021 | The Home Depot #1948 | 37.87 | BG |
| 5/5/2021 | The Home Depot #1948 | 49.42 | BG |
| 5/5/2021 | The Home Depot #1948 | 265.79 | BG |
| 4/9/2021 | Tractor Supply # 131 | 58.98 | BG |
| 4/19/2021 | Tractor Supply # 131 | 179.96 | STAFF |
| 4/9/2021 | Trane Supply-112413 | 48.84 | BG |
| 4/7/2021 | Trane Supply-112420 | 15.40 | BG |
| 4/8/2021 | Trane Supply-112420 | 46.13 | BG |
| 4/12/2021 | Trane Supply-112420 | 11.24 | BG |
| 4/12/2021 | Trane Supply-112420 | 52.23 | BG |
| 4/15/2021 | Trane Supply-112420 | 56.70 | BG |
| 4/21/2021 | Trane Supply-112420 | 188.92 | BG |
| 4/22/2021 | Trane Supply-112420 | -198.28 | BG |
| 4/22/2021 | Trane Supply-112420 | -154.08 | BG |
| 4/26/2021 | Trane Supply-112420 | 187.26 | BG |
| 4/26/2021 | Trane Supply-112420 | 22.54 | BG |
| 4/29/2021 | Trane Supply-112420 | 43.07 | BG |
| 4/29/2021 | Trane Supply-112420 | 379.29 | BG |
| 5/3/2021 | Trane Supply-112420 | 137.85 | BG |
| 5/3/2021 | Trane Supply-112420 | 15.40 | BG |
| 5/5/2021 | Trane Supply-112420 | 30.50 | BG |
| 4/30/2021 | Tropical Smoothie Il 0 | 82.06 | STAFF |

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|---|---|---|---|
| 4/29/2021 | Tst Nothing Bundt Cak | 392.00 | STUDENT |
| 4/12/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/15/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/15/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/22/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/22/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/22/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/26/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/30/2021 | U Of I Crop Science | 45.00 | STAFF |
| 4/12/2021 | Usps Po 1600960102 | 59.00 | POSTAGE |
| 4/12/2021 | Usps Po 1600960102 | 23.42 | POSTAGE |
| 4/19/2021 | Usps Po 1600960102 | 7.80 | POSTAGE |
| 5/5/2021 | Usps Po 1600960102 | 55.00 | POSTAGE |
| 4/6/2021 | Usps Po 1613080110 | 7.00 | POSTAGE |
| 4/23/2021 | Usps Po 1633960140 | 230.45 | POSTAGE |
| 4/28/2021 | Usps Po 1633960140 | 10.45 | POSTAGE |
| 4/12/2021 | Usps Po 1686160098 | 216.00 | POSTAGE |
| 4/15/2021 | Vzwrlss My Vz Vb P | 6180.64 | AP BOARD APPROVED |
| 4/30/2021 | Vzwrlss My Vz Vb P | 37662.56 | AP BOARD APPROVED |
| 5/3/2021 | Wal-Mart #1211 | 5.92 | FACS |
| 4/26/2021 | Wal-Mart #1413 | 44.90 | STUDENT |
| 5/3/2021 | Wal-Mart #1413 | 250.39 | STAFF |
| 4/6/2021 | Wal-Mart #1531 | 28.73 | STUDENT |
| 4/8/2021 | Wal-Mart #1531 | 46.61 | FACS |
| 4/9/2021 | Wal-Mart #1531 | 8.84 | STUDENT |
| 4/9/2021 | Wal-Mart #1531 | 20.67 | FACS |
| 4/13/2021 | Wal-Mart #1531 | 61.33 | FACS |
| 4/14/2021 | Wal-Mart #1531 | 82.25 | FACS |
| 4/14/2021 | Wal-Mart #1531 | 185.11 | STUDENT |
| 4/19/2021 | Wal-Mart #1531 | 250.24 | STAFF |
| 4/21/2021 | Wal-Mart #1531 | 37.64 | FACS |
| 4/23/2021 | Wal-Mart #1531 | 33.23 | STUDENT |
| 4/26/2021 | Wal-Mart #1531 | 27.96 | STAFF |
| 4/27/2021 | Wal-Mart #1531 | 96.76 | STAFF |
| 4/28/2021 | Wal-Mart #1531 | 37.66 | STUDENT |
| 4/28/2021 | Wal-Mart #1531 | 40.78 | STUDENT |
| 4/30/2021 | Wal-Mart #1531 | 109.38 | STAFF |
| 4/30/2021 | Wal-Mart #1531 | 472.33 | STUDENT |
| 4/30/2021 | Wal-Mart #1531 | 20.06 | STUDENT |
| 5/4/2021 | Wal-Mart #1531 | 209.48 | STAFF |
| 5/5/2021 | Wal-Mart #1531 | 42.61 | STUDENT |
| 5/5/2021 | Wal-Mart #1531 | 69.04 | STAFF |
| 4/12/2021 | Wal-Mart #1814 | 112.57 | STAFF |
| 4/26/2021 | Wal-Mart #1955 | 39.39 | STAFF |
| 4/20/2021 | Wal-Mart #4641 | 26.58 | FACS |
| 4/21/2021 | Wal-Mart #4641 | 195.66 | FACS |
| 4/26/2021 | Wal-Mart #4641 | 188.47 | FACS |
| 4/26/2021 | Wal-Mart #4641 | 135.46 | STAFF |

| | | | |
|---|---|---|---|
| 4/28/2021 | Wal-Mart #4641 | 43.47 | FACS |
| 4/30/2021 | Wal-Mart #4641 | 238.12 | FACS |
| 5/3/2021 | Wal-Mart #4641 | 35.06 | FACS |
| 5/3/2021 | Wal-Mart #4641 | 11.88 | FACS |
| 5/5/2021 | Wal-Mart #4641 | 157.07 | FACS |
| 4/13/2021 | Wal-Mart #5060 | 101.70 | STUDENT |
| 4/19/2021 | Wal-Mart #5060 | 130.47 | STUDENT |
| 4/20/2021 | Wal-Mart #5060 | 57.70 | STAFF |
| 4/21/2021 | Wal-Mart #5060 | 7.84 | STUDENT |
| 4/21/2021 | Wal-Mart #5060 | 89.73 | STUDENT |
| 4/26/2021 | Wal-Mart #5060 | 43.52 | STAFF |
| 4/28/2021 | Wal-Mart #5060 | 40.36 | STAFF |
| 5/3/2021 | Wal-Mart #5060 | 11.88 | STAFF |
| 5/4/2021 | Wal-Mart #5060 | 112.94 | STUDENT |
| 5/4/2021 | Wal-Mart #5060 | 38.06 | STAFF |
| 4/6/2021 | Walmart Grocery | 50.13 | FACS |
| 4/13/2021 | Walmart Grocery | 28.58 | FACS |
| 4/13/2021 | Walmart Grocery | 69.02 | FACS |
| 4/20/2021 | Walmart Grocery | 43.98 | FACS |
| 4/29/2021 | Walmart Grocery | 52.51 | FACS |
| 5/4/2021 | Walmart Grocery | 48.48 | STUDENT |
| 4/15/2021 | Walmart.Com At | 45.98 | STUDENT |
| 4/26/2021 | Walmart.Com At | 101.44 | STUDENT |
| 4/19/2021 | Walmart.Com Ax | 1172.18 | STUDENT |
| 4/22/2021 | Walmart.Com Ax | 29.35 | STUDENT |
| 4/16/2021 | Web Secure Sectigo | 149.00 | STAFF |
| 4/16/2021 | Web Secure Sectigo | 149.00 | STAFF |
| 4/29/2021 | West Side Electric Sup | 46.89 | BG |
| 4/13/2021 | West Side Industrial - | 77.65 | BG |
| 4/19/2021 | West Side Industrial - | 10.43 | BG |
| 4/26/2021 | Wm Supercenter #4641 | 100.76 | STAFF |
| 5/3/2021 | Wm Supercenter #4641 | 204.19 | STAFF |
| 4/7/2021 | Wm Supercenter #5060 | 32.18 | STUDENT |
| 4/12/2021 | Wm Supercenter #5060 | 89.60 | STUDENT |
| 4/12/2021 | Wm Supercenter #5060 | 28.40 | STUDENT |
| 4/14/2021 | Wm Supercenter #5060 | 11.94 | STUDENT |
| 4/19/2021 | Wm Supercenter #5060 | 14.78 | STUDENT |
| 4/21/2021 | Wm Supercenter #5060 | 23.96 | STAFF |
| 4/22/2021 | Wm Supercenter #5060 | 80.48 | STUDENT |
| 4/23/2021 | Wm Supercenter #5060 | 44.26 | STUDENT |
| 4/28/2021 | Wm Supercenter #5060 | 15.88 | STUDENT |
| 5/3/2021 | Wm Supercenter #5060 | 55.48 | STAFF |
| 5/3/2021 | Wm Supercenter #5060 | 37.02 | STAFF |
| 5/4/2021 | Wm Supercenter #5060 | 2.84 | STAFF |
| 4/12/2021 | Wm Supercenter #5352 | 33.63 | STUDENT |
| 5/5/2021 | Wrights Media Llc | 875.00 | STUDENT |
| 4/7/2021 | Wristbandexpresscom | 156.00 | STUDENT |
| 4/29/2021 | Wwp Smithereen Pest Ma | 910.00 | AP BOARD APPROVED |

| | | | |
|---|---|---|---|
| 4/9/2021 | Ziegler-Carpentersvill | 11.98 | BG |
| 4/16/2021 | Ziegler-Carpentersvill | 8.97 | BUILDING |
| 4/20/2021 | Ziegler-Carpentersvill | 1.39 | BG |
| 4/20/2021 | Ziegler-Carpentersvill | 85.22 | BG |
| 4/22/2021 | Ziegler-Carpentersvill | 15.58 | BUILDING |
| 4/27/2021 | Ziegler-Carpentersvill | 25.47 | BUILDING |
| 4/30/2021 | Ziegler-Carpentersvill | 24.57 | BG |
| 4/30/2021 | Ziegler-Carpentersvill | 17.46 | BG |
| 4/30/2021 | Ziegler-Carpentersvill | 5.58 | BUILDING |
| 5/3/2021 | Ziegler-Carpentersvill | 53.98 | BG |
| 4/9/2021 | Zieglers Ace Hdwe | 124.97 | BG |
| 4/14/2021 | Zieglers Ace Hdwe | 13.39 | BG |
| 4/21/2021 | Zieglers Ace Hdwe | 27.72 | BG |
| 4/21/2021 | Zieglers Ace Hdwe | 15.47 | BG |
| 4/21/2021 | Zieglers Ace Hdwe | 32.99 | BG |
| 4/23/2021 | Zieglers Ace Hdwe | 6.80 | BG |
| 4/26/2021 | Zieglers Ace Hdwe | 16.72 | BG |
| 5/3/2021 | Zieglers Ace Hdwe | 2.20 | BG |
| 5/5/2021 | Zieglers Ace Hdwe | 6.59 | BG |

**TOTAL** **$145,235.67**

# ACTIVITY ACCOUNT SUMMARY
## FOR MONTH OF: April 30, 2021

| School | Month to Date | | | Year To Date | | | |
|---|---|---|---|---|---|---|---|
| | Month End Receipts | Month End Disbursements | Month End Activity | June 30, 2020 Beginning Book Balance | Year to Date Receipts | Year to Date Disbursements | Year to Date Book Balance |
| Algonquin Lakes | $ - | $ - | $ - | $ 3,754 | $ 588 | $ 311 | $ 4,031 |
| Algonquin M.S. | $ 724.00 | $ 811.08 | $ (87) | $ 13,543 | $ 3,838 | $ 4,159 | $ 13,222 |
| Carpentersville M.S. | $ - | $ 600.00 | $ (600) | $ 25,127 | $ 933 | $ 2,540 | $ 23,520 |
| DeLacey | $ - | $ - | $ - | $ 3,091 | $ 2,804 | $ 1,863 | $ 4,033 |
| Dundee-Crown H.S. | $ 6,191.80 | $ 8,498.73 | $ (2,307) | $ 239,762 | $ 40,782 | $ 58,315 | $ 222,229 |
| Dundee Highlands | $ 440.00 | $ - | $ 440 | $ 2,902 | $ 440 | $ - | $ 3,342 |
| Dundee M.S. | $ 1.20 | $ 977.52 | $ (976) | $ 153,212 | $ 7,662 | $ 6,038 | $ 154,836 |
| Eastview | $ - | $ - | $ - | $ 1,598 | $ - | $ 379 | $ 1,219 |
| Gary D Wright | $ 1,851.11 | $ 1,820.61 | $ 31 | $ 11,519 | $ 3,350 | $ 4,200 | $ 10,669 |
| Gilberts | $ 544.00 | $ 573.00 | $ (29) | $ 11,124 | $ 545 | $ 9,580 | $ 2,089 |
| Golfview | $ - | $ - | $ - | $ 4,714 | $ 497 | $ - | $ 5,211 |
| Hampshire Elem | $ 5,204.55 | $ 4,204.60 | $ 1,000 | $ 20,401 | $ 5,344 | $ 4,205 | $ 21,540 |
| Hampshire H.S. | $ 7,778.63 | $ 9,655.49 | $ (1,877) | $ 171,423 | $ 97,459 | $ 67,631 | $ 201,250 |
| Hampshire M.S. | $ 0.60 | $ 353.51 | $ (353) | $ 60,589 | $ 9,557 | $ 2,074 | $ 68,073 |
| H.D. Jacobs H.S. | $ 1,763.41 | $ 20,805.76 | $ (19,042) | $ 171,789 | $ 21,673 | $ 51,653 | $ 141,809 |
| Lake In The Hills | $ - | $ - | $ - | $ 6,376 | $ 552 | $ 1,093 | $ 5,835 |
| Lakewood | $ 0.30 | $ 391.90 | $ (392) | $ 20,517 | $ 4 | $ 954 | $ 19,567 |
| Liberty | $ - | $ - | $ - | $ 2,902 | $ 60 | $ - | $ 2,962 |
| Lincoln Prairie | $ - | $ - | $ - | $ 3,815 | $ 1,920 | $ 1,800 | $ 3,935 |
| Meadowdale | $ 310.00 | $ - | $ 310 | $ 3,842 | $ 2,178 | $ 1,943 | $ 4,077 |
| Neubert | $ - | $ - | $ - | $ 2,968 | $ 1,408 | $ 1,400 | $ 2,976 |
| Parkview | $ - | $ - | $ - | $ 2,856 | $ 0 | $ - | $ 2,856 |
| Perry | $ - | $ 239.93 | $ (240) | $ 6,843 | $ 2,025 | $ 1,198 | $ 7,670 |
| Sleepy Hollow | $ 743.00 | $ 778.20 | $ (35) | $ 1,509 | $ 762 | $ 1,283 | $ 988 |
| Westfield | $ 1,012.20 | $ 1,050.36 | $ (38) | $ 43,029 | $ 8,368 | $ 4,584 | $ 46,812 |
| Total | $ 26,565 | $ 50,761 | $ (24,196) | $ 989,205 | $ 212,747 | $ 227,202 | $ 974,751 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 3,754.47 | 587.52 | 310.85 | | 4,031.14 |
| **Total Cash Accounts** | 3,754.47 | 587.52 | 310.85 | 0.00 | 4,031.14 |
| **Other Accounts** | | | | | |
| 200M-00-00 Special Ed | 153.25 | | | | 153.25 |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 59.33 | | | (59.33) | 0.00 |
| 2026-00-00 Class of 2026 | 75.06 | | | (75.06) | 0.00 |
| 2027-00-00 Class of 2027 | 248.45 | | 248.45 | | 0.00 |
| 2028-00-00 Class of 2028 | 41.16 | | | | 41.16 |
| 2029-00-00 Class of 2029 | 39.55 | | | | 39.55 |
| 2030-00-00 Class of 2030 | 71.10 | | | | 71.10 |
| 2031-00-00 Class of 2031 | 0.00 | | | | 0.00 |
| 2032-00-00 Class of 2032 | 126.26 | | | | 126.26 |
| 2090-10-00 Acting Club | 51.46 | | | | 51.46 |
| 2100-10-00 Book Club | 0.00 | | | | 0.00 |
| 2111-10-00 After School Band-INACTIVE | 0.00 | | | | 0.00 |
| 2140-10-00 4th and 5th Grade Chorus | 100.90 | | | (100.90) | 0.00 |
| 2410-00-00 Culinary Kids 2/3 | 80.57 | | | | 80.57 |
| 2410-10-00 Culinary Kids 4/5 | 0.00 | | | | 0.00 |
| 2415-10-00 Science Club | 10.31 | | | | 10.31 |
| 2590-10-00 Lady Lions Running Club | 4.04 | | | | 4.04 |
| 2590-20-00 Boys Running Club | 71.36 | | | | 71.36 |
| 4100-00-00 A.M. Fitness Club - Inactive | 0.00 | | | | 0.00 |
| 4100-10-10 Fitness Club | 899.05 | | | | 899.05 |
| 4100-30-00 Other | 0.00 | | | | 0.00 |
| 4200-10-00 Birthday Books | 85.00 | | | | 85.00 |
| 4210-00-00 Holiday Creations | 135.85 | | | | 135.85 |
| 4300-00-00 Yearbook | 1,118.80 | 460.00 | | | 1,578.80 |
| 5100-00-00 General Fund | 84.53 | 127.40 | 62.40 | 235.29 | 384.82 |
| 5200-10-00 Relay for Life | 0.00 | | | | 0.00 |
| 5500-10-00 ALES Grant Awards | 18.19 | | | | 18.19 |
| 6000-00-00 Interest Income | 280.25 | 0.12 | | | 280.37 |
| **Total Other Accounts** | 3,754.47 | 587.52 | 310.85 | 0.00 | 4,031.14 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 DO NOT USE | 0.00 | | | | 0.00 |
| 1000-00-10 Harris - Checking | 13,543.07 | 3,838.05 | 4,159.27 | | 13,221.85 |
| **Total Cash Accounts** | 13,543.07 | 3,838.05 | 4,159.27 | 0.00 | 13,221.85 |
| **Other Accounts** | | | | | |
| 1500-00-00 Bank Corrections | 21.50 | | 21.50 | | 0.00 |
| 2000-10-00 Student Council | 666.83 | | | | 666.83 |
| 2016-00-00 Class of 2016-Inactive | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017-Inactive | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-10 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 179.60 | | | | 179.60 |
| 2026-00-00 Class of 2026 | 156.00 | | | | 156.00 |
| 2027-00-00 Class of 2027 | 0.00 | 627.42 | | | 627.42 |
| 2110-10-00 Band | 93.13 | | | | 93.13 |
| 2140-10-00 Chorus | 1,636.39 | | | | 1,636.39 |
| 2150-30-00 Musical | 2,677.69 | | | | 2,677.69 |
| 2151-10-00 Music Club - ILMEA | 2.00 | | | | 2.00 |
| 2155-10-00 Orchestra | 0.00 | | | | 0.00 |
| 2220-10-00 Art Club | 25.38 | | | | 25.38 |
| 2230-10-00 Beta Club | 2,123.51 | 334.20 | 788.13 | | 1,669.58 |
| 2240-00-00 Baking Club | 322.25 | | | | 322.25 |
| 2251-10-00 Computer Ed. Club | 0.00 | | | | 0.00 |
| 2275-10-00 Outdoor Club | 0.00 | | | | 0.00 |
| 2290-00-17 Washington DC Trip 2018-2019 | 2.35 | | | | 2.35 |
| 2391-10-00 AVID | 286.13 | | 155.87 | | 130.26 |
| 2430-10-00 Special Ed Community Trips | 5.50 | | | | 5.50 |
| 2481-10-00 Yearbook - M.S. | 0.00 | | | | 0.00 |
| 2570-10-00 Battle of the Books | 0.00 | | | | 0.00 |
| 2580-30-00 Student Awards | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 3000-20-00 Sports Club | 0.00 | | | | 0.00 |
| 3010-10-00 Ski Club | 0.00 | | | | 0.00 |
| 3020-00-00 Wrestling | 338.64 | | | | 338.64 |
| 3100-10-00 Volleyball-7th grade | 0.00 | | | | 0.00 |
| 3100-20-00 Volleyball - 8th grade | 9.21 | | | | 9.21 |
| 3110-10-00 Cross Country | 270.43 | 555.00 | 798.44 | | 26.99 |
| 3210-00-00 Boys Basketball | 97.38 | 362.00 | 379.50 | | 79.88 |
| 3210-10-00 Girls Basketball | 8.24 | 336.00 | 335.88 | | 8.36 |
| 3230-10-00 Track and Field | 1.87 | 318.54 | | | 320.41 |
| 3250-20-10 Poms | 259.86 | 220.00 | 192.42 | | 287.44 |
| 3350-20-10 Cheerleading | 24.14 | 655.00 | 678.64 | | 0.50 |
| 4100-10-00 PBIS | 619.80 | 77.70 | | | 697.50 |
| 4100-20-00 Low Incidence Class Supplies | 17.05 | | | | 17.05 |
| 4100-30-00 General | 219.60 | | 150.00 | (69.60) | 0.00 |
| 4300-30-00 Staff Account | 35.16 | 350.00 | 461.99 | 116.27 | 39.44 |
| 5110-10-00 D300 Honors Band Concert | 1,365.67 | | | | 1,365.67 |
| 5110-20-00 MB Jazz Ensembles | 870.00 | | | | 870.00 |
| 5200-00-00 Physical Education Fund | 966.38 | | | | 966.38 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 6000-30-00 Interest Income | 241.38 | 2.19 | 196.90 | (46.67) | 0.00 |
| **Total Other Accounts** | 13,543.07 | 3,838.05 | 4,159.27 | 0.00 | 13,221.85 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 25,127.29 | 932.95 | 2,540.29 | | 23,519.95 |
| **Total Cash Accounts** | 25,127.29 | 932.95 | 2,540.29 | 0.00 | 23,519.95 |
| **Other Accounts** | | | | | |
| 2000-10-00 Student Council | 1,227.53 | | 600.00 | | 627.53 |
| 2015-00-10 Class of 2015-A | 0.00 | | | | 0.00 |
| 2015-00-20 Class of 2015-B | 0.00 | | | | 0.00 |
| 2015-00-30 Class of 2015-C | 0.00 | | | | 0.00 |
| 2016-00-10 Class of 2016-A | 0.00 | | | | 0.00 |
| 2016-00-20 Class of 2016-B | 0.00 | | | | 0.00 |
| 2016-00-30 Class of 2016-c | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017 | 0.07 | | | | 0.07 |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.84 | | | | 0.84 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 13.85 | | | | 13.85 |
| 2024-00-00 Class of 2024 | 205.85 | | | | 205.85 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2105-00-00 Man in Demand/Dare to be Rare | 447.56 | | | | 447.56 |
| 2110-10-00 Music | 1,707.95 | 850.00 | 291.95 | | 2,266.00 |
| 2110-20-00 MB Jazz | 420.00 | | | | 420.00 |
| 2111-10-00 Title Field Trips All Grades | 0.00 | | | | 0.00 |
| 2120-10-00 Drama | 1,256.70 | | | | 1,256.70 |
| 2140-10-00 Chorus | 945.75 | | | | 945.75 |
| 2221-10-00 Art Club | 10.00 | | | | 10.00 |
| 2230-10-00 Beta Club | 534.75 | | | | 534.75 |
| 2240-00-00 PBIS | 0.00 | | | | 0.00 |
| 2481-10-00 Yearbook | 108.56 | | 22.00 | | 86.56 |
| 2499-30-00 School Store | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 2.00 | | | | 2.00 |
| 2670-20-00 Book Fair | 13.14 | | | | 13.14 |
| 3250-20-10 Poms | 3,806.14 | | | | 3,806.14 |
| 3350-20-10 Cheerleading | 4,676.57 | | | | 4,676.57 |
| 4101-30-00 AVID | 7,730.87 | | 1,522.00 | | 6,208.87 |
| 4300-30-00 Sunshine | 709.83 | 78.00 | 78.00 | | 709.83 |
| 6000-00-00 Interest | 1,309.33 | 4.95 | 26.34 | | 1,287.94 |
| **Total Other Accounts** | 25,127.29 | 932.95 | 2,540.29 | 0.00 | 23,519.95 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris Cash Account | 3,090.92 | 2,804.30 | 1,862.51 | | 4,032.71 |
| **Total Cash Accounts** | 3,090.92 | 2,804.30 | 1,862.51 | 0.00 | 4,032.71 |
| **Other Accounts** | | | | | |
| 4500-10-00 Box Top Label Collection | 0.89 | | | | 0.89 |
| 4600-30-00 Postage | 0.00 | | | | 0.00 |
| 4700-00-00 Pyramid Model Committee | 0.00 | 942.00 | 713.59 | | 228.41 |
| 5100-00-00 General Student Activities | 54.02 | 296.20 | | | 350.22 |
| 5110-00-00 Birth to 3 Program | 336.56 | | | | 336.56 |
| 5200-00-00 PBIS | 2,141.05 | 1,566.00 | 1,148.92 | | 2,558.13 |
| 5300-00-00 Relay for Life | 485.44 | | | | 485.44 |
| 5400-00-00 deLacey Diaper Drive | 24.19 | | | | 24.19 |
| 6000-00-00 Interest Income | 48.77 | 0.10 | | | 48.87 |
| **Total Other Accounts** | 3,090.92 | 2,804.30 | 1,862.51 | 0.00 | 4,032.71 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 Amcore Activity Checking Acct | 0.00 | | | | 0.00 |
| 1000-00-10 Harris - Checking | 239,761.98 | 40,781.99 | 58,314.57 | | 222,229.40 |
| **Total Cash Accounts** | 239,761.98 | 40,781.99 | 58,314.57 | 0.00 | 222,229.40 |
| **Other Accounts** | | | | | |
| 1000-10-10 Banking Corrections | 1,343.00 | (1,333.00) | | | 10.00 |
| 2000-10-00 Student Council | 27,058.88 | 3,983.00 | 2,070.17 | 7,608.05 | 36,579.76 |
| 2009-00-00 Class of 2009 | 0.00 | | | | 0.00 |
| 2010-00-00 Class of 2010 | 0.00 | | | | 0.00 |
| 2011-00-00 Class of 2011 | 0.00 | | | | 0.00 |
| 2012-00-00 Class of 2012 | 0.00 | | | | 0.00 |
| 2013-00-00 Class of 2013 | 0.00 | | | | 0.00 |
| 2014-00-00 Class of 2014 | 0.00 | | | | 0.00 |
| 2015-00-00 Class of 2015 | 0.00 | | | | 0.00 |
| 2016-00-00 Class of 2016 | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017 | 3,608.60 | | 694.39 | (2,914.21) | 0.00 |
| 2018-00-00 Class of 2018 | 6,411.60 | | 4,426.50 | (1,985.10) | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 2,647.51 | | | (2,647.51) | 0.00 |
| 2021-00-00 Class of 2021 | 1,802.67 | | | (1,802.67) | 0.00 |
| 2022-00-00 Class of 2022 | 2,093.98 | | | (2,093.98) | 0.00 |
| 2023-00-00 Class of 2023 | 7,313.70 | 604.27 | | (7,917.97) | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | 1,129.93 | | (1,129.93) | 0.00 |
| 2095-10-00 Animation Club | 209.42 | | | | 209.42 |
| 2110-10-00 Instrumental Music | 1,702.66 | | 41.72 | | 1,660.94 |
| 2113-10-00 Band Trip | 0.00 | | | | 0.00 |
| 2120-10-00 Drama Club | 18,758.30 | 720.00 | 707.00 | 1,952.25 | 20,723.55 |
| 2120-20-00 Musical Account | 20,738.61 | 10,235.00 | 8,403.55 | 1,952.25 | 24,522.31 |
| 2130-10-00 Auditorium | 477.96 | | | (477.96) | 0.00 |
| 2140-10-00 Choral Music | 6,151.88 | | 180.00 | | 5,971.88 |
| 2145-30-00 D300 Music Festival | 3,904.50 | | | (3,904.50) | 0.00 |
| 2145-50-00 Orchestra | 2,955.34 | | | | 2,955.34 |
| 2151-10-00 Music Dept.-INACTIVE | 0.00 | | | | 0.00 |
| 2156-10-00 PROM | 367.52 | | | (367.52) | 0.00 |
| 2200-10-00 Amnesty International | 0.00 | | | | 0.00 |
| 2210-30-00 Anatomy FT Fund - Inactive | 0.00 | | | | 0.00 |
| 2219-10-00 Adelante Club | 289.27 | | | | 289.27 |
| 2220-10-00 Art Club | 2,373.06 | | | (2,373.06) | 0.00 |
| 2222-10-00 Ceramics | 160.81 | | | (160.81) | 0.00 |
| 2223-10-00 Charger Pride-Student Incentiv | (1,133.51) | | | 1,133.51 | 0.00 |
| 2223-20-00 Charger Pride-Staff | (3,564.65) | | 3,760.33 | 16,522.04 | 9,197.06 |
| 2224-10-00 Choir - DCHS | 0.00 | | | | 0.00 |
| 2225-10-00 Chemistry Club | 0.00 | | | | 0.00 |
| 2230-10-00 Beta Club | 1,476.26 | | 500.00 | | 976.26 |
| 2235-10-00 SAFE | 4,390.24 | | | | 4,390.24 |
| 2240-10-00 Black History Club | 8.17 | | | (8.17) | 0.00 |
| 2252-10-00 Culinary | 1,721.08 | | | | 1,721.08 |
| 2255-10-00 Construction Club | 13.81 | | | (13.81) | 0.00 |
| 2256-10-00 DC1 Heart Dance | 66.75 | | | | 66.75 |
| 2256-10-10 DC Steppers | 223.81 | | | (223.81) | 0.00 |
| 2256-10-20 New Generation Dance | 26.63 | | | (26.63) | 0.00 |
| 2256-10-30 Latin Dancing | 175.00 | | | | 175.00 |
| 2257-10-00 Earth/Space Club/Field Trips-I | 0.00 | | | | 0.00 |
| 2258-10-00 English Department | 6,099.49 | | | (6,099.49) | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2259-10-10 Electricity Fund | 1,297.54 | 154.70 | | | 1,452.24 |
| 2260-10-00 Industrial Ed Club | 524.84 | | | | 524.84 |
| 2261-10-10 Ukulele Club | 0.00 | | | | 0.00 |
| 2263-10-00 Rotary Interact | 544.16 | 642.00 | | | 1,186.16 |
| 2270-10-00 Enviro Science FT-Inactive | 0.00 | | | | 0.00 |
| 2275-10-00 Field Trips - Science | 2,440.32 | 640.00 | | | 3,080.32 |
| 2276-10-00 Field Trips | 8.27 | | | (8.27) | 0.00 |
| 2280-10-00 Environmental Grants Fund | 250.39 | | | | 250.39 |
| 2282-10-00 GirlUp | 337.00 | | | | 337.00 |
| 2285-10-00 Recycling Club | 500.00 | | | | 500.00 |
| 2290-10-00 Library Club | 295.27 | | | (295.27) | 0.00 |
| 2300-10-00 ESL - English Second Language | 80.50 | | | | 80.50 |
| 2310-10-00 French Club | 2,351.93 | 100.00 | | 1,787.89 | 4,239.82 |
| 2320-10-00 German Club | 1,404.41 | | | (1,404.41) | 0.00 |
| 2330-10-00 Spanish Club | 383.48 | | | (383.48) | 0.00 |
| 2360-10-00 Gifted Club | 0.00 | | | | 0.00 |
| 2370-10-00 FACS Club | 596.33 | | | (596.33) | 0.00 |
| 2375-10-00 Literary Arts Magazine | 1,232.00 | | | | 1,232.00 |
| 2380-10-00 Journalism Club - Inactive | 0.00 | | | | 0.00 |
| 2385-10-00 Poetry Club-Souls Spill Ink | 667.57 | | | | 667.57 |
| 2390-10-00 National Honor Society | 2,805.61 | 1,601.00 | 2,292.00 | | 2,114.61 |
| 2391-10-00 AVID | 3,223.52 | 198.00 | 1,000.00 | | 2,421.52 |
| 2395-00-00 Youth in Law | (687.00) | 330.00 | | 600.00 | 243.00 |
| 2400-10-00 Peer Mediation | 0.00 | | | | 0.00 |
| 2401-10-00 Conflict Mediation | 0.00 | | | | 0.00 |
| 2408-10-00 GSA/LGBT Support Group | 226.59 | | | | 226.59 |
| 2410-10-00 REACH | 0.00 | | | | 0.00 |
| 2420-10-00 SEA-Level | 0.00 | | | | 0.00 |
| 2439-00-00 Peer Tutoring | 0.00 | | | | 0.00 |
| 2439-10-00 Freshman Mentors | (701.70) | | | 1,000.00 | 298.30 |
| 2440-10-00 Individual Speech Club | 250.68 | | | (250.68) | 0.00 |
| 2450-10-00 Debate Team | 2,421.74 | | 170.00 | | 2,251.74 |
| 2465-10-00 VOICES | 0.00 | | | | 0.00 |
| 2470-10-00 Year in Review Video | 880.00 | | | (880.00) | 0.00 |
| 2480-10-00 Yearbook | (900.00) | | | 900.00 | 0.00 |
| 2510-10-00 O.L.A.S. | 0.00 | | | | 0.00 |
| 2520-10-00 VFW Essay Contest | 29.23 | | | (29.23) | 0.00 |
| 2526-10-00 Auto Shop | 66.00 | | | | 66.00 |
| 2530-10-00 Chess Club | 10.92 | | | (10.92) | 0.00 |
| 2540-10-00 Bilingual Club | 53.61 | | | (53.61) | 0.00 |
| 2550-10-00 Fishing Club | 1,758.05 | | | (1,758.05) | 0.00 |
| 2590-20-00 Woodshop | 535.00 | | | | 535.00 |
| 2590-30-00 Color Run | 100.00 | | | (100.00) | 0.00 |
| 2590-40-00 Relay for Life | (302.05) | | | 1,000.00 | 697.95 |
| 2591-10-00 Fight the Stigma | 256.25 | | | | 256.25 |
| 2592-10-00 Minority Leadership | 193.00 | | | | 193.00 |
| 2618-10-10 Operation Click | 2,386.00 | | | | 2,386.00 |
| 2700-10-10 Work Program/School Store | 0.00 | | | | 0.00 |
| 2700-10-20 Work Program/Buttons/Store | 1,291.99 | 51.00 | | | 1,342.99 |
| 2800-10-00 INCubator Grant - Business | 10,792.37 | 2,000.00 | | | 12,792.37 |
| 2800-10-01 INCubator-POPtime-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-02 INCubator-ToothpasteTab-INACTI | 0.00 | | | | 0.00 |
| 2800-10-05 INCubator -SnapCase-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-06 INCubator-Extra Hand-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-07 INCubator-Party Bag-INACTIVE | 0.00 | | | | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2800-10-09 INCubator-Underground-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-10 INCubator-MaleBox-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-13 INCubator-FirstSTEP-INACTIVE | 0.00 | | | | 0.00 |
| 2800-10-14 INCubator - Poppin Party-INACT | 0.00 | | | | 0.00 |
| 3100-20-20 Baseball | 9,925.36 | 1,205.00 | 1,311.00 | | 9,819.36 |
| 3150-20-10 Softball | 6,008.25 | | 1,681.69 | | 4,326.56 |
| 3200-20-10 Girls Basketball | 4,975.09 | | 2,498.93 | | 2,476.16 |
| 3200-20-20 Boys Basketball | 1,380.42 | | | | 1,380.42 |
| 3210-20-10 Girls Bowling | 558.81 | | | | 558.81 |
| 3250-00-00 Dance Team (Poms) | 559.32 | 3,818.00 | 3,474.26 | | 903.06 |
| 3252-20-10 Winter Guard | 29.53 | | | (29.53) | 0.00 |
| 3300-20-10 Girls Soccer | 109.93 | | | | 109.93 |
| 3300-20-20 Boys Soccer | 1,041.31 | 1,864.00 | 247.00 | | 2,658.31 |
| 3350-20-10 Cheerleading | 11,863.49 | 9,385.00 | 11,560.47 | | 9,688.02 |
| 3400-20-10 Girls Tennis | 782.19 | | | | 782.19 |
| 3400-20-20 Boys Tennis | 3,236.69 | | | | 3,236.69 |
| 3450-20-10 Girls Swimming | 64.51 | 96.00 | 288.56 | | (128.05) |
| 3500-20-10 Girls Track | 4,979.63 | 1,389.00 | 707.83 | | 5,660.80 |
| 3500-20-20 Boys Track | 2,771.63 | 1,389.00 | 2,538.01 | | 1,622.62 |
| 3600-20-10 Girls Golf | 501.20 | | | | 501.20 |
| 3600-20-20 Boys Golf | 711.02 | | 40.00 | | 671.02 |
| 3650-20-10 Boys Lacrosse | 1,002.51 | | | | 1,002.51 |
| 3700-20-10 Football | 5,859.80 | | 3,323.32 | | 2,536.48 |
| 3800-20-00 Cross Country | 5,066.35 | | 362.99 | | 4,703.36 |
| 3850-20-00 Wrestling | 15.40 | | 208.00 | 200.00 | 7.40 |
| 3900-20-00 Volleyball | 4,506.16 | | 478.70 | | 4,027.46 |
| 3999-20-00 Super Fans | 592.72 | | | | 592.72 |
| 4000-10-00 Sr. Class Gift | 2,408.36 | | 1,905.40 | 4,510.00 | 5,012.96 |
| 4100-30-00 General | 149.06 | 542.95 | 1,442.75 | 5,780.92 | 5,030.18 |
| 4103-30-00 Coffee Club 2 | 0.00 | | | | 0.00 |
| 4300-20-00 Sunshine Club/Staff Pride | 471.07 | | | | 471.07 |
| 4300-30-00 Guidance Fund | 0.00 | | | | 0.00 |
| 4405-30-00 Excel | 0.00 | | | | 0.00 |
| 4700-30-00 Scholarships | 5,435.67 | | 2,000.00 | | 3,435.67 |
| 4750-10-00 Testing Prep | 1,868.00 | | | | 1,868.00 |
| 5000-10-10 Posadas Fundraiser | 0.00 | | | | 0.00 |
| 5000-30-00 Charger Golf Outing | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 5100-00-00 DO NOT USE | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 5,412.33 | 37.14 | | (5,000.00) | 449.47 |
| **Total Other Accounts** | 239,761.98 | 40,781.99 | 58,314.57 | 0.00 | 222,229.40 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 2,901.63 | 440.10 | | | 3,341.73 |
| **Total Cash Accounts** | 2,901.63 | 440.10 | 0.00 | 0.00 | 3,341.73 |
| **Other Accounts** | | | | | |
| 2000-10-00 Student Council | 183.00 | | | | 183.00 |
| 200A-00-00 Kindergarten | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017-Inactive | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2021-10-00 Class of 2021 FT-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-Inactive | 0.00 | | | | 0.00 |
| 2022-10-00 Class of 2022 FT-Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2023-10-00 Class of 2023 FT-Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2024-10-00 Class of 2024 Field Trips | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2025-10-00 Class of 2025 Field Trips | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2026-10-00 Class of 2026 Field Trips | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 0.00 | | | | 0.00 |
| 2027-10-00 Class of 2027 Field Trips | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 | 0.00 | | | | 0.00 |
| 2028-10-00 Class of 2028 Field Trips | 124.58 | | | | 124.58 |
| 2029-00-00 Class of 2029 | 0.00 | | | | 0.00 |
| 2029-10-00 Class of 2029 Field Trips | 457.26 | | | | 457.26 |
| 2030-00-00 Class of 2030 | 0.00 | | | | 0.00 |
| 2030-10-00 Class of 2030 Field Trips | 488.48 | | | | 488.48 |
| 2031-00-00 Class of 2031 | 0.00 | | | | 0.00 |
| 2031-10-00 Class of 2031 Field Trips | 20.30 | | | | 20.30 |
| 2216-00-00 White Pines | 0.00 | | | | 0.00 |
| 2550-10-00 Chorus | 67.73 | | | | 67.73 |
| 2560-30-00 Media Center | 54.18 | | | | 54.18 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2618-40-00 Girls on the Run | 0.00 | | | | 0.00 |
| 4100-30-00 General Fund | 180.88 | 440.00 | | | 620.88 |
| 4101-00-00 Field Trips | 0.00 | | | | 0.00 |
| 4200-10-00 Service Club | 0.00 | | | | 0.00 |
| 4300-30-00 Social Committee | 163.66 | | | | 163.66 |
| 5110-10-00 Spirit Wear - Students | 0.00 | | | | 0.00 |
| 5110-20-00 Spirit Wear - Faculty | 0.00 | | | | 0.00 |
| 5200-00-00 Fundraiser - Cookie Dough | 0.00 | | | | 0.00 |
| 5300-10-00 Fun Run | 0.00 | | | | 0.00 |
| 5310-00-00 iReady | 1,074.05 | | | | 1,074.05 |
| 5400-00-00 NED Assembly | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 87.51 | 0.10 | | | 87.61 |
| **Total Other Accounts** | 2,901.63 | 440.10 | 0.00 | 0.00 | 3,341.73 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 First American Bank Checking | 0.00 | | | | 0.00 |
| 1000-00-10 Harris - Checking | 153,212.36 | 7,661.73 | 6,037.57 | | 154,836.52 |
| **Total Cash Accounts** | 153,212.36 | 7,661.73 | 6,037.57 | 0.00 | 154,836.52 |
| **Other Accounts** | | | | | |
| 2000-10-00 Cardunal Council (Student) | 3,072.70 | | | | 3,072.70 |
| 2016-00-10 Class of 2016-A(DEL:2yr 15/16) | 0.00 | | | | 0.00 |
| 2016-00-20 Class of 2016-B(DEL:2yr 15/16) | 0.00 | | | | 0.00 |
| 2017-00-10 Class of 2017-A(DEL:2yr 15/16) | 0.00 | | | | 0.00 |
| 2017-00-20 Class of 2017-B(DEL:2yr 15/16) | 0.00 | | | | 0.00 |
| 2018-00-10 Class of 2018-A(DEL:2yr 16/17) | 0.00 | | | | 0.00 |
| 2018-00-20 Class of 2018-B(DEL:2yr 16/17) | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-A (9A 15/16) | 0.00 | | | | 0.00 |
| 2019-00-20 Class of 2019-B (9B 15/16) | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-A (8A 15/16) | 0.00 | | | | 0.00 |
| 2020-00-20 Class of 2020-B (8B 15/16) | 0.00 | | | | 0.00 |
| 2021-00-10 Class of 2021 - A | 0.00 | | | | 0.00 |
| 2021-00-20 Class of 2021 - B | 0.00 | | | | 0.00 |
| 2022-00-10 Class of 2022 - A | 0.00 | | | | 0.00 |
| 2022-00-20 Class of 2022 - B | 0.00 | | | | 0.00 |
| 2023-00-10 Class of 2023 - A | 679.47 | | 679.47 | | 0.00 |
| 2023-00-20 Class of 2023 - B | 831.22 | | 831.22 | | 0.00 |
| 2024-10-00 Class of 2024 - A | 200.35 | | 200.35 | | 0.00 |
| 2024-20-00 Class of 2024 - B | 127.79 | | 127.79 | | 0.00 |
| 2025-10-00 Class of 2025 - A | 435.16 | | | | 435.16 |
| 2025-20-00 Class of 2025 - B | 544.19 | | | | 544.19 |
| 2026-00-00 Class of 2026-A | 291.32 | 519.70 | | | 811.02 |
| 2026-10-00 Class of 2026-B | 232.70 | 519.71 | | | 752.41 |
| 2026-20-00 Class of 2026-C | 216.54 | | | | 216.54 |
| 2027-10-00 Class of 2027-A | 0.00 | 330.45 | 174.88 | | 155.57 |
| 2027-20-00 Class of 2027-B | 0.00 | 330.46 | 80.00 | | 250.46 |
| 20TG-00-00 Universal Team (PBIS) | 2,902.33 | 646.00 | | | 3,548.33 |
| 20TY-00-00 Secondary Team | 19.59 | | | | 19.59 |
| 2110-10-00 Band | 6,402.86 | | 49.00 | | 6,353.86 |
| 2130-10-00 Music Department | 13,985.31 | | (27.70) | | 14,013.01 |
| 2140-10-00 Chorus/Vocal | 7,710.05 | | 15.00 | | 7,695.05 |
| 2150-30-00 Musical/Ensembles | 34,334.52 | | 1,623.00 | | 32,711.52 |
| 2155-10-00 Orchestra | 14,726.59 | | 33.00 | | 14,693.59 |
| 2220-10-00 Art Club | 3,318.15 | | | | 3,318.15 |
| 2230-10-00 Beta Club | 2,768.53 | | 295.62 | | 2,472.91 |
| 2380-10-00 Targeted Intervention Team | 13.53 | | | | 13.53 |
| 2391-10-00 AVID | 5,884.49 | | 131.24 | | 5,753.25 |
| 2425-10-00 Exploratory/Spanish | 446.34 | | | | 446.34 |
| 2429-00-00 Mentoring | 0.00 | | | | 0.00 |
| 2430-10-00 Special Ed/Schiller(DEL:15/16) | 0.00 | | | | 0.00 |
| 2431-10-00 Life Program (SPED) | 461.54 | | | | 461.54 |
| 2433-10-00 Special Ed/Balleto (DEL:15/16) | 0.00 | | | | 0.00 |
| 2435-10-00 S.O.A.R. | 1,977.38 | | | | 1,977.38 |
| 2437-10-00 ELL/Eng.Lang.Learner(DEL16/17) | 0.00 | | | | 0.00 |
| 2481-10-00 Yearbook Club | 1,461.94 | 30.00 | 485.06 | | 1,006.88 |
| 2530-10-00 Chess Club | 0.00 | | | | 0.00 |
| 2560-30-00 Book Club | 6.15 | | | | 6.15 |
| 2570-30-00 IMC | 630.17 | | | | 630.17 |
| 2580-30-00 Incentive | 0.00 | | | | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2590-10-00 Lions | 16.11 | | | | 16.11 |
| 2590-40-00 Relay for Life | 400.73 | | | | 400.73 |
| 2615-10-00 Midnight Mile | 18,897.26 | | | | 18,897.26 |
| 2619-10-00 Cardunal Care | 662.84 | | | | 662.84 |
| 2620-10-00 Scrapbook | 102.00 | | | | 102.00 |
| 2625-10-00 Schoolpalooza | 517.22 | | | | 517.22 |
| 2630-10-00 Ski Club | 1,741.78 | | | | 1,741.78 |
| 2631-10-00 Washington D.C. Trip | 201.77 | 924.00 | 924.00 | | 201.77 |
| 2635-10-00 Snowflake | 1,331.31 | | | | 1,331.31 |
| 2640-20-00 Science Fair Club - 7th grade | 0.00 | | | | 0.00 |
| 2640-30-00 Science Fair Club - 8th grade | 0.00 | | | | 0.00 |
| 2645-10-00 Homework Club | 0.00 | | | | 0.00 |
| 2650-10-00 Jazz Band | 7.50 | | | | 7.50 |
| 2655-10-00 Battle of the Books | 5.30 | | | | 5.30 |
| 2660-10-00 8th Grade Video(DEL:2yr16/17) | 0.00 | | | | 0.00 |
| 2665-10-00 Spelling Bee | 21.34 | | | | 21.34 |
| 2670-10-00 Robotics | 523.00 | | | | 523.00 |
| 2675-00-00 STEM | 65.35 | | | | 65.35 |
| 3000-20-00 Athletics (DEL:2yr 15/16) | 0.00 | | | | 0.00 |
| 3010-00-00 Ultimate Club | 1,077.12 | | | | 1,077.12 |
| 3207-20-10 Girls Basketball - 7th | 35.71 | | | | 35.71 |
| 3207-20-20 Boys Basketball - 7th | 0.62 | | | | 0.62 |
| 3208-20-10 Girl's Basketball - 8th | 5.35 | | | | 5.35 |
| 3208-20-20 Boy's Basketball - 8th | 1.92 | | | | 1.92 |
| 3250-20-10 Poms | 21.36 | | | | 21.36 |
| 3253-20-10 Intramural Basketball | 82.06 | | | | 82.06 |
| 3350-20-10 Cheerleading | 31.80 | | | | 31.80 |
| 3400-10-00 Color Guard | 108.49 | | | | 108.49 |
| 3500-10-00 Track - Boys | 8.20 | | | | 8.20 |
| 3500-20-00 Track - Girls | 0.00 | | | | 0.00 |
| 3500-20-10 Girls Track | 356.93 | | | | 356.93 |
| 3500-20-20 Boys Track | 0.00 | | | | 0.00 |
| 3600-10-00 Flag Football | 404.68 | | | | 404.68 |
| 3800-20-00 Cross Country | 355.94 | | 85.00 | | 270.94 |
| 3800-20-10 Marathon Club - 6th Gr.CC Only | 16.00 | | | | 16.00 |
| 3840-10-00 Wiffle Ball | 83.13 | | | | 83.13 |
| 3850-20-00 Wrestling | 183.92 | | | | 183.92 |
| 3900-20-00 Volleyball | 2.22 | | | | 2.22 |
| 4100-30-00 General | 488.45 | | | | 488.45 |
| 4110-10-00 Outdoor Club | 6,057.86 | 4,018.00 | | | 10,075.86 |
| 4210-00-00 Fall Play | 5,530.87 | | | | 5,530.87 |
| 4220-00-00 Street Ensemble | 143.19 | | | | 143.19 |
| 4230-00-00 Buddy Club | 185.59 | | | | 185.59 |
| 4300-30-00 Faculty (Social) Fund | 136.00 | | | | 136.00 |
| 4400-30-00 Fitness Club (PE) | 5,615.26 | | | | 5,615.26 |
| 4500-30-00 Flower Fund | 316.84 | 320.00 | 330.64 | | 306.20 |
| 6000-00-00 Interest Income | 3,788.43 | 23.41 | | | 3,811.84 |
| **Total Other Accounts** | 153,212.36 | 7,661.73 | 6,037.57 | 0.00 | 154,836.52 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 1,597.71 | | 378.97 | | 1,218.74 |
| **Total Cash Accounts** | 1,597.71 | 0.00 | 378.97 | 0.00 | 1,218.74 |
| **Other Accounts** | | | | | |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024-Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025-Inactive | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026-Inactive | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 378.97 | | 378.97 | | 0.00 |
| 2028-00-00 Class of 2028 | 163.21 | | | | 163.21 |
| 2029-00-00 Class of 2029 | 59.55 | | | | 59.55 |
| 2030-00-00 Class of 2030 | 320.66 | | | | 320.66 |
| 2031-00-00 Class of 2031 | 105.73 | | | | 105.73 |
| 2032-00-00 Class of 2032 | 0.00 | | | | 0.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2034-00-00 Class of 2034 | 0.00 | | | | 0.00 |
| 2100-10-10 Julie Voss Class-Inactive | 0.10 | | | | 0.10 |
| 2100-20-10 LEAP Program | 15.00 | | | | 15.00 |
| 2580-10-00 Action for Alzheimer | 0.00 | | | | 0.00 |
| 2590-30-00 Bear Necessities Fundraiser | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 4100-30-00 Miscellaneous | 250.95 | | | | 250.95 |
| 5010-00-00 Library Books (Birthday Club) | 232.59 | | | | 232.59 |
| 5020-10-00 Jump Rope for Heart-Inactive | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 70.95 | | | | 70.95 |
| **Total Other Accounts** | 1,597.71 | 0.00 | 378.97 | 0.00 | 1,218.74 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 11,518.90 | 3,349.63 | 4,199.81 | | 10,668.72 |
| **Total Cash Accounts** | 11,518.90 | 3,349.63 | 4,199.81 | 0.00 | 10,668.72 |
| **Other Accounts** | | | | | |
| 2000-10-00 Student Council | 0.00 | | | | 0.00 |
| 200M-00-00 DO NOT USE | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 3.00 | | | | 3.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 969.97 | | 969.97 | | 0.00 |
| 2028-00-00 Class of 2028 | 913.48 | 1,020.00 | 932.73 | | 1,000.75 |
| 2029-00-00 Class of 2029 | 1,226.09 | | | | 1,226.09 |
| 2030-00-00 Class of 2030 | 1,258.10 | | | | 1,258.10 |
| 2031-00-00 Class of 2031 | 280.68 | | | | 280.68 |
| 2032-00-00 Class of 2032 | 441.28 | | | | 441.28 |
| 2033-00-00 Class of 2033 | 0.00 | 30.50 | | | 30.50 |
| 2140-10-10 Chorus | 1,671.35 | | | | 1,671.35 |
| 2151-10-00 Music Dept. | 0.00 | | | | 0.00 |
| 2499-20-00 Apparel Store | 0.11 | | | | 0.11 |
| 2499-30-00 School Store | 0.00 | | | | 0.00 |
| 2580-00-00 K Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-10 1st Gr Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-20 2nd Gr Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-30 3rd Gr Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-40 4th Gr Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-50 5th Gr Student Incentive | 0.00 | | | | 0.00 |
| 2580-00-90 PK Student Incentive | 0.00 | | | | 0.00 |
| 2585-10-00 Library Fundraiser | 1,820.61 | 1,820.61 | 1,820.61 | | 1,820.61 |
| 2590-30-00 Girls on the Run | 5.00 | | | | 5.00 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2590-50-00 Polar Plunge Fundraiser | 0.00 | | | | 0.00 |
| 2618-30-00 Funds for Cancer | 0.00 | | | | 0.00 |
| 2700-10-00 Ozzie Reading Club | 4.00 | | | | 4.00 |
| 4100-30-00 General | 631.73 | 476.50 | 476.50 | | 631.73 |
| 4300-20-00 Staff Wear | 75.00 | | | | 75.00 |
| 5010-10-00 PBIS | 1,449.94 | | | | 1,449.94 |
| 5100-10-00 Staff Sunshine Account | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 768.56 | 2.02 | | | 770.58 |
| **Total Other Accounts** | 11,518.90 | 3,349.63 | 4,199.81 | 0.00 | 10,668.72 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 11,123.65 | 544.61 | 9,579.86 | | 2,088.40 |
| **Total Cash Accounts** | 11,123.65 | 544.61 | 9,579.86 | 0.00 | 2,088.40 |
| **Other Accounts** | | | | | |
| 2000-30-00 Reading | 15.05 | | | (15.05) | 0.00 |
| 200S-00-00 PK | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 / 5th Grade-Inac | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 / 5th Grade-Inac | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 / 5th Grade-Inac | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 - 5th Grade-Inac | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2023-10-10 Class of 2023-5th Grade Social | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024-Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025-Inactive | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026-Inactive | 1,039.41 | | 1,039.41 | | 0.00 |
| 2027-00-00 Class of 2027-Inactive | (3.22) | | | 3.22 | 0.00 |
| 2028-00-00 Class of 2028 | 0.00 | | | | 0.00 |
| 2029-00-00 Class of 2029 | 705.26 | | | | 705.26 |
| 2030-00-00 Class of 2030 | 469.16 | | | | 469.16 |
| 2031-00-00 Class of 2031 | 138.02 | | | | 138.02 |
| 2032-00-00 Class of 2032 | 0.00 | | | | 0.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2151-10-00 Music Dept. | 11.41 | | | (11.41) | 0.00 |
| 2276-10-00 Field Trips | 27.02 | | | | 27.02 |
| 2277-10-00 Field Days | 314.35 | 544.00 | 573.00 | | 285.35 |
| 2560-30-00 Media | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 7,967.45 | | 7,967.45 | | 0.00 |
| 4100-30-00 General | 417.53 | | | 23.24 | 440.77 |
| 5000-10-00 Staff Social Account | 18.55 | | | | 18.55 |
| 6000-00-00 Interest Income | 3.66 | 0.61 | | | 4.27 |
| **Total Other Accounts** | 11,123.65 | 544.61 | 9,579.86 | 0.00 | 2,088.40 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 4,713.73 | 497.19 | | | 5,210.92 |
| **Total Cash Accounts** | 4,713.73 | 497.19 | 0.00 | 0.00 | 5,210.92 |
| **Other Accounts** | | | | | |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2021-10-00 Class of 2021 Field Trips | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2022-10-00 Class of 2022 Field Trips | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2023-10-00 Class of 2023 Field Trips | 29.09 | | | | 29.09 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2024-10-00 Class of 2024 Field Trips | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2025-10-00 Class of 2025 Field Trips | 144.28 | | | | 144.28 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2026-10-00 Class of 2026 Field Trips | 73.46 | | | | 73.46 |
| 2027-10-00 Class of 2027 Field Trips | 0.00 | | | | 0.00 |
| 2028-10-00 Class of 2028 Field Trips | 165.50 | | | | 165.50 |
| 2029-10-00 Class of 2029 Field Trips | 0.00 | | | | 0.00 |
| 2030-10-00 Class of 2030 Field Trips | 25.00 | | | | 25.00 |
| 2151-10-20 Summer Music Camp | 268.29 | | | | 268.29 |
| 2155-10-00 Art Summer Camp | 0.00 | | | | 0.00 |
| 2276-10-00 Field Trips | 0.02 | | | | 0.02 |
| 2590-40-00 Relay for Life | 144.00 | | | | 144.00 |
| 4100-10-00 Family Resource Night | 0.00 | | | | 0.00 |
| 4100-20-00 Event Fund | (24.57) | 497.00 | | | 472.43 |
| 4100-30-00 General | 2,355.62 | | | | 2,355.62 |
| 4210-00-00 Scholastic Book Fair-Fall | 3.59 | | | | 3.59 |
| 4220-00-00 Scholastic Book Fair-Spring | 425.98 | | | | 425.98 |
| 4230-00-00 Birthday Book Club | 0.00 | | | | 0.00 |
| 4240-00-00 Coin War | 0.00 | | | | 0.00 |
| 4250-00-00 Book Fiesta | 0.00 | | | | 0.00 |
| 4260-00-00 Santa's Workshop | 0.00 | | | | 0.00 |
| 4270-00-00 PBIS | 202.10 | | | | 202.10 |
| 4300-30-00 Teacher Special | 0.66 | | | | 0.66 |
| 4500-00-00 Social Committee | 29.73 | | | | 29.73 |
| 4600-10-00 Change Drawer | 231.00 | | | | 231.00 |
| 5000-10-10 Staff Spirit Wear | 154.33 | | | | 154.33 |
| 5000-20-10 Student Spirit Wear | 0.23 | | | | 0.23 |
| 5000-30-00 Playground Equipment | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 485.42 | 0.19 | | | 485.61 |
| **Total Other Accounts** | 4,713.73 | 497.19 | 0.00 | 0.00 | 5,210.92 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 DO NOT USE | 0.00 | | | | 0.00 |
| 1000-00-10 Harris Bank Checking | 20,401.33 | 5,343.66 | 4,204.60 | | 21,540.39 |
| **Total Cash Accounts** | 20,401.33 | 5,343.66 | 4,204.60 | 0.00 | 21,540.39 |
| **Other Accounts** | | | | | |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 168.00 | | | | 168.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 5,173.55 | | | | 5,173.55 |
| 2028-00-00 Class of 2028 | 2,900.21 | | | | 2,900.21 |
| 2029-00-00 Class of 2029 | 22.16 | | | | 22.16 |
| 2030-00-00 Class of 2030 | 0.00 | | | | 0.00 |
| 2031-00-00 Class of 2031 | 259.38 | | | | 259.38 |
| 2032-00-00 Class of 2032 | 619.50 | | | | 619.50 |
| 2120-10-00 Birthday Books | 3,533.78 | | | | 3,533.78 |
| 2120-20-00 One School One Book | 710.00 | | | | 710.00 |
| 2140-20-00 Chorus | 0.00 | | | | 0.00 |
| 2270-10-00 Environmental Science Tans | 39.54 | | | | 39.54 |
| 2276-10-00 Field Trips | 1,004.74 | | | | 1,004.74 |
| 2550-00-00 L2IFE | 1,004.02 | | | | 1,004.02 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2618-40-00 Donations | 0.00 | | | | 0.00 |
| 4100-30-00 General | 32.69 | 135.90 | | | 168.59 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 5100-00-00 Scholastic Book Fair | 4,498.59 | 5,204.25 | 4,204.60 | | 5,498.24 |
| 5110-00-00 Yearbook-Inactive | 0.00 | | | | 0.00 |
| 5120-00-00 Playground - HES | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 435.17 | 3.51 | | | 438.68 |
| **Total Other Accounts** | 20,401.33 | 5,343.66 | 4,204.60 | 0.00 | 21,540.39 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 171,423.48 | 97,458.57 | 67,631.23 | | 201,250.82 |
| **Total Cash Accounts** | 171,423.48 | 97,458.57 | 67,631.23 | 0.00 | 201,250.82 |
| **Other Accounts** | | | | | |
| 1000-10-10 Banking Corrections | 0.00 | | | | 0.00 |
| 2000-10-00 Student Council | 649.37 | | | | 649.37 |
| 2009-00-00 Class of 2009 | 0.00 | | | | 0.00 |
| 2010-00-00 Class of 2010 | 0.00 | | | | 0.00 |
| 2011-00-00 Class of 2011 | 0.00 | | | | 0.00 |
| 2012-00-00 Class of 2012 | 0.00 | | | | 0.00 |
| 2013-00-00 Class of 2013 | 0.00 | | | | 0.00 |
| 2014-00-00 Class of 2014 | 0.00 | | | | 0.00 |
| 2014-10-00 Homecoming | 16,413.78 | | | | 16,413.78 |
| 2015-00-00 Class of 2015 | 0.00 | | | | 0.00 |
| 2015-10-10 Class of 2015 Statue Maintenan | 69.26 | | | | 69.26 |
| 2016-00-00 Class of 2016-Inactive | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017 | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 1,006.75 | 1,056.00 | 692.75 | | 1,370.00 |
| 2021-00-00 Class of 2021 | 2,812.79 | | | | 2,812.79 |
| 2022-00-00 Class of 2022 | 651.08 | | | | 651.08 |
| 2023-00-00 Class of 2023 | 2,735.25 | 302.15 | | | 3,037.40 |
| 2024-00-00 Class of 2024 | 0.00 | 781.49 | | | 781.49 |
| 2110-10-00 Band | 192.56 | | | | 192.56 |
| 2112-00-00 Tri M (Modern Music Masters) | 5.23 | | | | 5.23 |
| 2113-10-00 Music Yearly Trip-Inactive | 0.00 | | | | 0.00 |
| 2140-10-00 Chorus | 1,646.02 | | 75.48 | | 1,570.54 |
| 2141-10-00 Market Day/Music Dept | 0.00 | | | | 0.00 |
| 2150-30-00 Musical | 1,614.86 | 110.79 | 1,864.00 | | (138.35) |
| 2151-10-00 Music Student Tour Account | 3,019.84 | | | | 3,019.84 |
| 2151-10-10 Music Trip-Inactive | 0.00 | | | | 0.00 |
| 2155-10-00 Orchestra | 454.38 | | | | 454.38 |
| 2156-10-00 Prom - Junior Class | 5,428.11 | 635.00 | 351.00 | | 5,712.11 |
| 2156-10-10 Winter Dance-Inactive | 0.00 | | | | 0.00 |
| 2220-10-00 Art Club | 2,294.01 | | | | 2,294.01 |
| 2225-10-00 Black Student Alliance | 0.00 | 7,330.00 | | | 7,330.00 |
| 2230-10-00 Debate Team | 124.55 | 1,941.00 | 1,348.00 | | 717.55 |
| 2240-10-00 Drama Club | 9,404.35 | | 150.00 | | 9,254.35 |
| 2250-10-10 GSA Club | 96.25 | | | | 96.25 |
| 2260-10-00 Industrial Arts | 1,609.62 | 970.30 | 608.00 | | 1,971.92 |
| 2265-10-00 Environmental Club/Med Careers | 0.00 | | | | 0.00 |
| 2276-10-00 Field Trips | 2.00 | | | | 2.00 |
| 2280-10-00 Fishing Club | 455.69 | | | | 455.69 |
| 2320-10-00 German Club | 206.94 | | | | 206.94 |
| 2330-10-00 Foreign Language | 180.71 | | | | 180.71 |
| 2330-20-00 French Club | 443.53 | | | | 443.53 |
| 2340-10-00 Spanish Club | 66.00 | 33.00 | | | 99.00 |
| 2350-10-00 Language Arts Field Trips | 808.00 | | | | 808.00 |
| 2390-10-00 National Honor Society | 578.99 | 3,352.49 | 1,781.50 | | 2,149.98 |
| 2390-20-00 Robotics | 100.91 | | | | 100.91 |
| 2391-10-00 AVID | 7,370.14 | | | | 7,370.14 |
| 2393-10-00 PBIS | 421.87 | 420.00 | | | 841.87 |
| 2393-20-00 Coffee Shop - PBIS-Inactive | 0.00 | | | | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2410-00-00 Math Team | 71.00 | 280.00 | 25.00 | | 326.00 |
| 2461-00-00 WHIPLASH-Inactive | 0.00 | | | | 0.00 |
| 2480-10-00 Yearbook | 153.16 | | 55.00 | | 98.16 |
| 2499-30-00 School Store | 306.10 | | | | 306.10 |
| 2590-40-00 Relay for Life | 3,114.09 | | | | 3,114.09 |
| 2618-10-10 Operation Click | 1,064.80 | | | | 1,064.80 |
| 2618-40-00 Paws for Cause-Inactive | 0.00 | | | | 0.00 |
| 2630-10-00 Ski Club-Inactive | 0.00 | | | | 0.00 |
| 2644-10-00 Co-Op | 5,054.21 | 30.00 | | | 5,084.21 |
| 2645-10-00 Fellowship of Christian Athlet | 0.00 | | | | 0.00 |
| 2647-10-00 FACS | 284.94 | | | | 284.94 |
| 2650-00-00 FFA-Inactive | 0.00 | | | | 0.00 |
| 2655-00-00 Literary Magazine | 366.68 | | | | 366.68 |
| 2670-10-00 Scholastic Bowl | 26.59 | | | | 26.59 |
| 2671-00-00 Science | 1,987.57 | 356.10 | | | 2,343.67 |
| 2680-10-00 Marketing Class | 1,202.65 | | | | 1,202.65 |
| 2685-00-00 Target Edu | 211.77 | | | | 211.77 |
| 2686-00-00 Woodshop | 140.00 | | | | 140.00 |
| 2700-10-10 Theater Fest | 0.00 | | | | 0.00 |
| 3100-20-20 Baseball | 11,938.72 | 4,585.00 | 6,086.93 | | 10,436.79 |
| 3150-20-10 Softball | 602.64 | 3,117.00 | 750.00 | | 2,969.64 |
| 3200-20-10 Girls Basketball | 5,594.44 | 2,700.00 | 5,716.89 | | 2,577.55 |
| 3200-20-20 Boys Basketball | 5,428.21 | 1,025.00 | 1,624.00 | | 4,829.21 |
| 3250-20-10 Poms | 1,126.32 | 14,986.51 | 13,976.60 | | 2,136.23 |
| 3300-10-00 Dodgeball-Inactive | 0.00 | | | | 0.00 |
| 3300-20-10 Girls Soccer | 4,685.03 | 890.00 | 586.15 | | 4,988.88 |
| 3300-20-20 Boys Soccer | 616.01 | | | | 616.01 |
| 3350-20-10 Cheerleading | 3,723.03 | 9,267.00 | 11,526.55 | | 1,463.48 |
| 3400-20-10 Girls Tennis | 44.86 | | | | 44.86 |
| 3400-20-20 Boys Tennis | 1,082.99 | 1,055.00 | 990.00 | | 1,147.99 |
| 3500-20-10 Girls Track & Field | 1,104.70 | | 239.97 | | 864.73 |
| 3500-20-20 Boys Track | 1,544.52 | | | | 1,544.52 |
| 3600-20-10 Boys Golf | 178.06 | 4,850.00 | 1,920.00 | (480.00) | 2,628.06 |
| 3600-20-20 Girls Golf | 33.44 | 3,160.00 | 1,170.89 | 480.00 | 2,502.55 |
| 3610-10-00 Boys Lacrosse | 1,596.00 | 10,117.00 | | | 11,713.00 |
| 3610-20-00 Girls LaCrosse | 1,149.00 | | | | 1,149.00 |
| 3700-20-10 Football | 9,326.36 | | 5,282.92 | | 4,043.44 |
| 3700-30-10 Powder Puff | 0.00 | | | | 0.00 |
| 3800-20-00 Boys and Girls Cross Country | 1,559.35 | | 780.00 | | 779.35 |
| 3850-20-00 Wrestling | 1,727.56 | | | | 1,727.56 |
| 3900-20-00 Volleyball | 6,309.31 | 6,856.80 | 8,108.00 | | 5,058.11 |
| 3990-10-00 Gatorade Fundraiser | 908.91 | | 155.00 | | 753.91 |
| 4000-30-00 General | 4,943.43 | 1,970.30 | 205.00 | | 6,708.73 |
| 4050-10-00 Principal's Advisory Committee | 0.00 | | | | 0.00 |
| 4100-00-00 FVC Leadership | 1,229.50 | | | | 1,229.50 |
| 4150-00-00 Teacher Grants | 22.50 | | | | 22.50 |
| 4200-00-00 Veteran Memorial Freedom Wall | 0.00 | | | | 0.00 |
| 4210-10-00 Rachel's Challenge | 20.00 | | | | 20.00 |
| 4220-00-00 D300 Speaks | 219.52 | | | | 219.52 |
| 4300-20-00 Sunshine | 92.70 | | | | 92.70 |
| 4300-30-00 Spiritwear | 3.03 | | | | 3.03 |
| 4400-30-00 PE-Inactive | 0.00 | | | | 0.00 |
| 4700-10-00 2017 Gene Haas Scholarship | 531.79 | | | | 531.79 |
| 4700-10-10 2018 Gene Haas Scholarship | 3,808.50 | | | | 3,808.50 |
| 4700-10-20 2019 Gene Haas Scholarship | 12,000.00 | | | | 12,000.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 4700-10-30 2020 Gene Haas Scholarship | 0.00 | 12,000.00 | | | 12,000.00 |
| 4700-20-00 Dr. Steffen Memorial Fund | 0.00 | | | | 0.00 |
| 4700-30-00 Scholarship & Blood Drive | 5,500.00 | 3,250.00 | | | 8,750.00 |
| 4700-40-00 Drama Club Scholarship | 1,850.00 | | | | 1,850.00 |
| 4800-00-00 Guidance | 642.52 | | | | 642.52 |
| 4800-10-00 Fundraiser | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 6000-00-00 Interest | 5,434.13 | 30.64 | 1,561.60 | | 3,903.17 |
| **Total Other Accounts** | 171,423.48 | 97,458.57 | 67,631.23 | 0.00 | 201,250.82 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 60,589.11 | 9,557.09 | 2,073.51 | | 68.072.69 |
| **Total Cash Accounts** | 60,589.11 | 9,557.09 | 2,073.51 | 0.00 | 68,072.69 |
| **Other Accounts** | | | | | |
| 2001-10-00 Student Council - MS | 848.81 | 458.35 | 702.00 | 140.00 | 745.16 |
| 2016-00-00 Class of 2016-Inactive | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017-Inactive | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 856.43 | 2,976.80 | | | 3,833.23 |
| 2026-00-00 Class of 2026 | 6,962.59 | 200.00 | | | 7.162.59 |
| 2027-00-00 Class of 2027 | 0.00 | 969.97 | | | 969.97 |
| 206A-10-10 Grade 6 White-Inactive | 0.00 | | | | 0.00 |
| 206B-10-10 Grade 6 Purple-Inactive | 0.00 | | | | 0.00 |
| 207A-10-10 Grade 7 White-Inactive | 0.00 | | | | 0.00 |
| 207B-10-10 Grade 7 Purple-Inactive | 0.00 | | | | 0.00 |
| 208A-10-10 Grade 8 White-Inactive | 0.00 | | | | 0.00 |
| 208B-10-10 Grade 8 Purple-Inactive | 0.00 | | | | 0.00 |
| 2111-00-00 Music Field Trip Account | 2,870.02 | | 25.00 | | 2,845.02 |
| 2112-00-00 Band-Orh-Choir Fund-Inactive | 0.00 | | | | 0.00 |
| 2114-10-00 Band - MS | 83.65 | | | | 83.65 |
| 2120-10-00 Drama Club | 11,264.11 | | | | 11,264.11 |
| 2140-10-00 Chorus | 2,701.09 | | | | 2,701.09 |
| 2155-10-00 MS Orchestra | 2,899.65 | | 8.00 | | 2,891.65 |
| 2210-00-00 Cafe 10A | 321.87 | | | | 321.87 |
| 2221-10-00 Art - MS | 207.10 | | | | 207.10 |
| 2230-10-00 Beta Club | 2,342.46 | | 975.00 | | 1,367.46 |
| 2330-10-00 Yearlong Spanish | 23.96 | | | | 23.96 |
| 2361-10-24 Washington DC Class of 2024 | 273.40 | | | | 273.40 |
| 2361-10-25 Washington DC Class of 2025 | 2,456.21 | | | | 2,456.21 |
| 2391-10-00 AVID | 5,777.07 | 1,888.59 | | | 7.665.66 |
| 2560-30-00 Library | 2,340.98 | | | | 2,340.98 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2618-30-00 Random Act of Kindness - MS | 314.22 | | | | 314.22 |
| 2631-10-18 Washington DC 2018-Inactive | 0.00 | | | | 0.00 |
| 2631-10-19 Washington DC 2019-Inactive | 0.00 | | | | 0.00 |
| 2631-10-20 Washington DC 2020-Inactive | 0.00 | | | | 0.00 |
| 2631-10-21 Washington DC 2021-Inactive | 0.00 | | | | 0.00 |
| 2631-10-22 Washington DC 2022-Inactive | 0.00 | | | | 0.00 |
| 2631-10-23 Washington DC 2023-Inactive | 0.00 | | | | 0.00 |
| 2635-10-00 Snowflake - Snowball | 430.96 | 280.00 | | | 710.96 |
| 2666-00-00 MS Science | 739.88 | | | | 739.88 |
| 2667-00-00 MS Sports | 344.19 | | | | 344.19 |
| 2669-00-00 MS Yearbook | 5,169.89 | 25.00 | | | 5,194.89 |
| 2676-30-00 Washington DC 2016-Inactive | 0.00 | | | | 0.00 |
| 2676-30-17 Washington DC 2017-Inactive | 0.00 | | | | 0.00 |
| 2699-10-00 Whip-Pur Bucks | 162.61 | | | | 162.61 |
| 3351-20-10 Cheerleading - MS | 165.83 | | | | 165.83 |
| 3850-20-00 Wrestling | 0.00 | | | | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 3901-20-00 Volleyball - MS | 0.00 | | | | 0.00 |
| 4100-30-00 General | 580.79 | | 100.00 | (140.00) | 340.79 |
| 4200-10-10 MS PE | 6,306.50 | 715.00 | | | 7,021.50 |
| 4250-30-00 Student Activity | 3,797.03 | 2,032.30 | 263.51 | | 5,565.82 |
| 5000-10-00 Kane County Cougars Outing | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 6000-00-00 Interest | 347.81 | 11.08 | | | 358.89 |
| **Total Other Accounts** | 60,589.11 | 9,557.09 | 2,073.51 | 0.00 | 68,072.69 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 Algonquin State Bank | 0.00 | | | | 0.00 |
| 1000-00-10 Harris - Checking | 171,788.57 | 21,672.65 | 51,652.63 | | 141,808.59 |
| **Total Cash Accounts** | 171,788.57 | 21,672.65 | 51,652.63 | 0.00 | 141,808.59 |
| **Other Accounts** | | | | | |
| 1000-10-10 Banking Corrections | 0.00 | | | | 0.00 |
| 2000-10-00 Student Council | 19,693.05 | 2,650.00 | 6,612.40 | 271.00 | 16,001.65 |
| 2010-00-00 Class of 2010 | 0.00 | | | | 0.00 |
| 2011-00-00 Class of 2011 | 0.00 | | | | 0.00 |
| 2012-00-00 Class of 2012 | 0.00 | | | | 0.00 |
| 2013-00-00 Class of 2013 | 0.00 | | | | 0.00 |
| 2014-00-00 Class of 2014 | 0.00 | | | | 0.00 |
| 2015-00-00 Class of 2015 | 0.00 | | | | 0.00 |
| 2016-00-00 Class of 2016 | 156.84 | | | | 156.84 |
| 2017-00-00 Class of 2017 | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018 | 38.22 | | | | 38.22 |
| 2019-00-00 Class of 2019 | 1,965.93 | | | | 1,965.93 |
| 2020-00-00 Class of 2020 | 9,701.33 | 42.00 | 6,969.21 | | 2,774.12 |
| 2021-00-00 Class of 2021 | 3,512.14 | 6,554.78 | 8,362.58 | (192.00) | 1,512.34 |
| 2022-00-00 Class of 2022 | 3,357.97 | | | | 3,357.97 |
| 2023-00-00 Class of 2023 | 265.00 | 784.87 | | | 1,049.87 |
| 2024-00-00 Class of 2024 | 0.00 | 1,037.30 | | | 1,037.30 |
| 2110-00-10 Prom | 4,636.29 | | 7,200.00 | | (2,563.71) |
| 2110-10-00 Band | 4.51 | | | | 4.51 |
| 2120-10-00 Drama Club | 4,391.14 | | | | 4,391.14 |
| 2140-10-00 Choral | 1,490.00 | 900.00 | | | 2,390.00 |
| 2150-30-00 Musical | 281.31 | 640.00 | | | 921.31 |
| 2151-10-00 Tri-M | 659.00 | | | | 659.00 |
| 2151-10-10 Music Industry Club- MIC | 822.65 | | | | 822.65 |
| 2155-10-00 Orchestra | 112.45 | | | | 112.45 |
| 2210-10-00 Activist Club | 85.88 | | | | 85.88 |
| 2220-10-00 Art Club | 1,850.87 | | | | 1,850.87 |
| 2230-00-00 Black Allegiance Club | 33.00 | | | | 33.00 |
| 2249-10-00 Business Club | 0.00 | | | | 0.00 |
| 2251-20-00 Anime Club | 0.00 | | | | 0.00 |
| 2253-10-00 Conservation | 809.01 | | | | 809.01 |
| 2254-10-00 Woodshop | 0.00 | | | | 0.00 |
| 2256-10-00 DECA-CO-OP / CWE | 10.73 | | | | 10.73 |
| 2257-10-00 Paranormal Club | 0.00 | | | | 0.00 |
| 2258-10-00 Engineering Club | 161.85 | | | | 161.85 |
| 2259-10-00 Film Production | 203.00 | | | | 203.00 |
| 2263-10-00 Interact Club | 3,964.98 | 45.89 | 40.00 | | 3,970.87 |
| 2276-10-00 Field Trips | 582.52 | | | | 582.52 |
| 2281-10-00 Gold Rush | 68.66 | | | | 68.66 |
| 2310-10-00 French Club | 251.80 | | | | 251.80 |
| 2320-10-00 German Club | 282.64 | | | | 282.64 |
| 2330-10-00 Spanish Club | 194.44 | | | | 194.44 |
| 2330-20-00 World Language Department | 1,460.88 | | | | 1,460.88 |
| 2330-30-00 Spanish | 0.00 | | | | 0.00 |
| 2340-10-10 Key Club | 1,172.66 | 943.52 | 630.29 | (79.00) | 1,406.89 |
| 2370-10-00 FCCLA | 79.42 | | | | 79.42 |
| 2375-10-00 Literacy Magazine | 342.00 | | | | 342.00 |
| 2380-10-00 Newspaper | 1,649.10 | | | | 1,649.10 |
| 2390-10-00 National Honor Society | 2,614.00 | 6,381.93 | 6,811.56 | | 2,184.37 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2391-10-00 AVID | 4,658.82 | | | | 4,658.82 |
| 2393-10-00 PBIS | 655.19 | | | | 655.19 |
| 2399-00-00 Eagle Pride Advisory-Inactive | 0.00 | | | | 0.00 |
| 2400-10-00 Peer Mediation/SADD | 202.95 | | | | 202.95 |
| 2405-10-00 Debate Team | 6,853.97 | 615.00 | 4,091.53 | | 3,377.44 |
| 2406-10-00 DJ (Entertainment) Club | 1,483.66 | | | | 1,483.66 |
| 2408-10-00 GSA (Gay Straight Alliannce) | 260.30 | 32.56 | | | 292.86 |
| 2410-10-00 Knitting Club | 20.00 | | | | 20.00 |
| 2415-10-00 Science Club | 1,732.87 | | | | 1,732.87 |
| 2480-10-00 Yearbook | 0.00 | | | | 0.00 |
| 2580-10-00 Care For Cure | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 122.51 | | | | 122.51 |
| 2618-10-00 JSI | 933.03 | | | | 933.03 |
| 2618-10-10 Operation Click | 0.00 | | | | 0.00 |
| 2618-30-00 Green Eagles | 1,723.10 | | 150.00 | | 1,573.10 |
| 2618-30-10 High School Against Cancer | 25.35 | | | | 25.35 |
| 2630-10-00 Ski Club | 510.00 | | | | 510.00 |
| 2650-10-00 Bass Fishing Club | 0.00 | | | | 0.00 |
| 2660-10-00 Ping Pong Club | 0.00 | | | | 0.00 |
| 3000-10-00 Special Olympics | 3,173.36 | | | | 3,173.36 |
| 3001-00-00 Student Athletic Council | 3,007.35 | | 100.00 | | 2,907.35 |
| 3100-20-20 Baseball | 9,267.29 | | 2,327.56 | | 6,939.73 |
| 3150-20-10 Softball | 10,867.63 | 142.00 | 169.80 | | 10,839.83 |
| 3200-20-10 Girls Basketball | 618.47 | 299.00 | | | 917.47 |
| 3200-20-20 Boys Basketball | 314.83 | | 148.50 | | 166.33 |
| 3210-20-10 Bowling | 408.92 | | | | 408.92 |
| 3225-20-10 Ultimate Frisbee | 0.00 | | | | 0.00 |
| 3250-20-10 Dance Team | 3,320.51 | | 1,843.15 | | 1,477.36 |
| 3275-00-00 Math Team | 798.27 | | | | 798.27 |
| 3300-20-10 Girls Soccer | 1,106.99 | | | | 1,106.99 |
| 3300-20-20 Boys Soccer | 1,933.44 | | 812.03 | | 1,121.41 |
| 3350-20-10 Cheerleaders | 6,211.26 | 451.00 | 3,841.64 | | 2,820.62 |
| 3400-20-10 Girls Tennis | 483.84 | | | | 483.84 |
| 3400-20-20 Boys Tennis | 3,309.64 | | 690.00 | | 2,619.64 |
| 3450-20-10 Girls Swimming | 501.51 | | | | 501.51 |
| 3450-20-20 Boys Swimming | 97.47 | | | | 97.47 |
| 3500-20-10 Girls Track & Field | 26.67 | 110.00 | 109.65 | | 27.02 |
| 3500-20-20 Boys Track | 2,606.27 | | | | 2,606.27 |
| 3600-20-10 Girls Golf | 263.00 | | | | 263.00 |
| 3600-20-20 Boys Golf | 47.88 | | | | 47.88 |
| 3650-20-10 Boys Lacrosse | 0.00 | | | | 0.00 |
| 3700-20-10 Football | 2,341.53 | | 647.53 | | 1,694.00 |
| 3800-20-00 Cross Country | 137.89 | | | | 137.89 |
| 3840-20-00 Power Lifting | 0.00 | | | | 0.00 |
| 3850-20-00 Wrestling | 3,020.93 | | | | 3,020.93 |
| 3900-20-00 Volleyball | 7,306.92 | | | | 7,306.92 |
| 4100-30-00 General | 947.74 | | | | 947.74 |
| 4110-10-00 Eagle Minds Matter | 1,236.76 | | | | 1,236.76 |
| 4200-10-00 Eagle's Wings Food Pantry | 11,449.75 | | | | 11,449.75 |
| 4300-30-00 Faculty Fund | 0.00 | | | | 0.00 |
| 4300-30-10 Eagle Pride Advisory Committee | 295.75 | | 95.20 | | 200.55 |
| 4800-00-00 Guidance | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 6000-00-00 Interest | 10,599.68 | 42.80 | | | 10,642.48 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Total Other Accounts** | 171,788.57 | 21,672.65 | 51,652.63 | 0.00 | 141,808.59 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 6,375.58 | 552.43 | 1,093.48 | | 5,834.53 |
| **Total Cash Accounts** | 6,375.58 | 552.43 | 1,093.48 | 0.00 | 5,834.53 |
| **Other Accounts** | | | | | |
| 2019-00-00 Class of 2019 - Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 - Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 - Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 - Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 - Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 - Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 - Inactive | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 - Inactive | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 105.00 | | | | 105.00 |
| 2028-00-00 Class of 2028 | 0.00 | | | | 0.00 |
| 2029-00-00 Class of 2029 | 263.84 | | | | 263.84 |
| 2030-00-00 Class of 2030 | 54.12 | | | | 54.12 |
| 2031-00-00 Class of 2031 | 0.00 | | | | 0.00 |
| 2032-00-00 Class of 2032 | 5.00 | | | | 5.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 1,031.08 | | 1,031.08 | | 0.00 |
| 2631-10-00 Field Trip Grant Funds | 94.47 | | | | 94.47 |
| 3010-00-00 PE Club | 979.88 | | | | 979.88 |
| 3020-10-00 Leopards Chorus Club | 1,837.67 | | | | 1,837.67 |
| 3030-10-00 Band and Orchestra | 109.50 | | | | 109.50 |
| 3030-20-00 ILMEA | 0.00 | | | | 0.00 |
| 4100-30-00 Principal Discretionary Fund | 1,509.14 | | | | 1,509.14 |
| 4100-30-10 Water - Inactive | 0.00 | | | | 0.00 |
| 4300-30-00 Staff Account | 0.00 | | | | 0.00 |
| 4400-10-00 Karen Fitzsimmons Memorial | 0.00 | 490.00 | | | 490.00 |
| 5010-00-10 Jump Rope for Heart | 0.00 | | | | 0.00 |
| 5020-00-00 Ned Show / Yo-yo | 0.00 | | | | 0.00 |
| 5030-00-00 Kiva | 0.00 | | | | 0.00 |
| 5030-10-00 Heavenly Hats | 0.00 | | | | 0.00 |
| 5040-00-00 Kane County Cougars Reading | 0.00 | | | | 0.00 |
| 5900-00-00 Miscellanous | 49.06 | 62.20 | 62.40 | | 48.86 |
| 6000-00-00 Interest Income | 336.82 | 0.23 | | | 337.05 |
| **Total Other Accounts** | 6,375.58 | 552.43 | 1,093.48 | 0.00 | 5,834.53 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 20,516.65 | 3.54 | 953.80 | | 19,566.39 |
| **Total Cash Accounts** | 20,516.65 | 3.54 | 953.80 | 0.00 | 19,566.39 |
| **Other Accounts** | | | | | |
| 2001-10-10 PBIS (Student Council) | 3,246.25 | | 368.90 | | 2,877.35 |
| 2016-00-30 Class of 2016- TO BE DELETED | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017 TO BE DELETED | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018-TO BE DELETED | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-TO BE DELETED | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 TO BE DELETED | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.15 | | | | 0.15 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 - Fifth | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 - Fourth | 626.14 | | 124.15 | | 501.99 |
| 2029-00-00 Class of 2029 - Third | 1,013.23 | | 141.13 | | 872.10 |
| 2030-00-00 Class of 2030 - Second | 1,036.80 | | | | 1,036.80 |
| 2031-00-00 Class of 2031 - First | 1,889.95 | | | | 1,889.95 |
| 2032-00-00 Class of 2032 - Kindergarten | 1,637.25 | | 194.84 | | 1,442.41 |
| 2033-00-00 Class of 2033 - PreK | 297.00 | | | | 297.00 |
| 2110-10-00 Band | 16.70 | | | | 16.70 |
| 2151-10-00 Music Club | 5,647.43 | | | | 5,647.43 |
| 2230-10-00 Beta Club | 42.46 | | | | 42.46 |
| 2270-10-00 Earth Club | 754.19 | | | | 754.19 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2617-00-00 DareTo Be Rare - Inactive | 0.00 | | | | 0.00 |
| 2617-10-00 Man In Demand & Dare to be Rar | 778.25 | | | | 778.25 |
| 2618-30-00 Families in Need | 160.41 | | | | 160.41 |
| 2657-00-00 Family Night-Math Night | 523.66 | | | | 523.66 |
| 2657-10-00 Family Night-Reading Night | 1,443.51 | | | | 1,443.51 |
| 4100-30-00 Miscellaneous/General | 92.68 | | | | 92.68 |
| 4250-30-00 Student Incentive - Inactive | 0.00 | | | | 0.00 |
| 4300-30-00 Sunshine Fund | 390.75 | | 124.78 | | 265.97 |
| 6000-00-00 Interest Income | 919.84 | 3.54 | | | 923.38 |
| **Total Other Accounts** | 20,516.65 | 3.54 | 953.80 | 0.00 | 19,566.39 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-00 DO NOT USE | 0.00 | | | | 0.00 |
| 1000-00-10 Harris - Checking | 2,902.08 | 60.06 | | | 2,962.14 |
| **Total Cash Accounts** | 2,902.08 | 60.06 | 0.00 | 0.00 | 2,962.14 |
| **Other Accounts** | | | | | |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024-Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025-Inactive | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026-Inactive | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 2.00 | | | (2.00) | 0.00 |
| 2028-00-00 Class of 2028 | 40.00 | | | | 40.00 |
| 2029-00-00 Class of 2029 | 31.49 | | | | 31.49 |
| 2030-00-00 Class of 2030 | 282.29 | | | | 282.29 |
| 2031-00-00 Class of 2031 | 67.16 | | | | 67.16 |
| 2032-00-00 Class of 2032 | 17.00 | | | | 17.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2034-00-00 Class of 2034 | 0.00 | | | | 0.00 |
| 205A-00-00 5th Grade - A | 0.00 | | | | 0.00 |
| 2276-10-00 Field Trips | 100.97 | | | | 100.97 |
| 2482-10-00 Yearbook | 219.98 | 60.00 | | | 279.98 |
| 2590-40-00 Relay for Life | 65.50 | | | | 65.50 |
| 2618-40-00 Disaster Relief | 0.00 | | | | 0.00 |
| 4100-30-00 General | 1,128.87 | | | 2.00 | 1,130.87 |
| 4200-00-00 Liberty Chorus | 19.70 | | | | 19.70 |
| 4300-10-00 Jump Rope For Heart | 0.00 | | | | 0.00 |
| 4400-00-00 Reach for the Stars | 0.00 | | | | 0.00 |
| 5000-10-00 Student Assistance Account | 725.98 | | | | 725.98 |
| 6000-00-00 Interest Income | 201.14 | 0.06 | | | 201.20 |
| **Total Other Accounts** | 2,902.08 | 60.06 | 0.00 | 0.00 | 2,962.14 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 3,815.29 | 1,919.62 | 1,799.50 | | 3,935.41 |
| **Total Cash Accounts** | 3,815.29 | 1,919.62 | 1,799.50 | 0.00 | 3,935.41 |
| **Other Accounts** | | | | | |
| 200M-00-00 Special Ed - A | 0.00 | | | | 0.00 |
| 200N-00-00 Special Ed-B | 0.00 | | | | 0.00 |
| 2016-00-00 Class of 2016 | 0.00 | | | | 0.00 |
| 2017-00-00 Class of 2017 | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018 | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 43.50 | | | | 43.50 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 | 0.00 | | | | 0.00 |
| 2029-00-00 Class of 2029 | 4.35 | | | | 4.35 |
| 2030-00-00 Class of 2030 | 0.00 | | | | 0.00 |
| 2031-00-00 Class of 2031 | 0.00 | 80.00 | | | 80.00 |
| 2032-00-00 Class of 2032 | 0.00 | | | | 0.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2151-10-00 Music Dept. | 0.00 | | | | 0.00 |
| 2510-00-00 Scholastic Book Fair/Follett | 73.67 | | | | 73.67 |
| 2560-30-00 Library Books | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 0.00 | 833.00 | 833.00 | | 0.00 |
| 3100-00-00 Yearbook | 1,293.82 | 40.00 | | | 1,333.82 |
| 4100-00-00 Artworks Program | 2,000.00 | | | | 2,000.00 |
| 4100-20-00 Book Club | 0.00 | | | | 0.00 |
| 4100-30-00 General | 272.64 | 124.50 | 124.50 | | 272.64 |
| 4250-30-00 Student Activity-Inactive | 0.00 | | | | 0.00 |
| 4300-10-00 Staff Spiritwear | 14.44 | | | | 14.44 |
| 4300-20-00 Sunshine | 0.00 | 842.00 | 842.00 | | 0.00 |
| 6000-00-00 Interest Income | 112.87 | 0.12 | | | 112.99 |
| 6010-10-00 Bank Errors - Reconciling Item | 0.00 | | | | 0.00 |
| **Total Other Accounts** | 3,815.29 | 1,919.62 | 1,799.50 | 0.00 | 3,935.41 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 3,841.56 | 2,178.12 | 1,943.01 | | 4,076.67 |
| **Total Cash Accounts** | 3,841.56 | 2,178.12 | 1,943.01 | 0.00 | 4,076.67 |
| **Other Accounts** | | | | | |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 | 28.00 | | | | 28.00 |
| 2590-30-00 Girls on the Run | 69.01 | | | | 69.01 |
| 2590-40-00 Relay for Life | 1,367.00 | | | | 1,367.00 |
| 2600-10-00 Robert Chaney | 0.00 | | | | 0.00 |
| 3000-10-00 McDonald Fundraiser | 0.00 | | | | 0.00 |
| 4100-30-00 General | 428.71 | | | | 428.71 |
| 4250-20-00 Student Spiritwear | 0.00 | | | | 0.00 |
| 4250-30-00 Staff Spirit Wear | 5.51 | 1,868.00 | 1,867.03 | | 6.48 |
| 4300-30-00 Social Fund | 840.02 | | 75.98 | | 764.04 |
| 4400-10-00 Scholastic Book Fair | 0.00 | | | | 0.00 |
| 4400-20-00 Follett Book Fair | 0.00 | | | | 0.00 |
| 4400-30-00 Anderson's Book Fair | 45.54 | | | | 45.54 |
| 5000-10-00 Yearbook | 912.58 | 310.00 | | | 1,222.58 |
| 6000-00-00 Interest Income | 145.19 | 0.12 | | | 145.31 |
| **Total Other Accounts** | 3,841.56 | 2,178.12 | 1,943.01 | 0.00 | 4,076.67 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 2,967.60 | 1,408.12 | 1,400.00 | | 2,975.72 |
| **Total Cash Accounts** | 2,967.60 | 1,408.12 | 1,400.00 | 0.00 | 2,975.72 |
| **Other Accounts** | | | | | |
| 2018-00-00 Class of 2018-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024-Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025-Inactive | 0.00 | | | | 0.00 |
| 2025-10-00 Class of 2025-LEAP | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026-Inactive | 0.03 | | | (0.03) | 0.00 |
| 2027-00-00 Class of 2027 | 0.00 | 1,400.00 | 1,400.00 | | 0.00 |
| 2028-00-00 Class of 2028 | 27.24 | | | | 27.24 |
| 2029-00-00 Class of 2029 | 499.19 | 8.00 | | | 507.19 |
| 2030-00-00 Class of 2030 | 0.10 | | | | 0.10 |
| 2031-00-00 Class of 2031 | 245.90 | | | | 245.90 |
| 2032-00-00 Class of 2032 | 192.00 | | | | 192.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 20CC-00-00 Cross Categorical Class | 0.00 | | | | 0.00 |
| 2151-10-00 Choir | 0.00 | | | | 0.00 |
| 2160-00-00 Literacy | 157.55 | | | | 157.55 |
| 2560-30-00 Media | 566.89 | | | | 566.89 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 3000-20-00 After School Rec | 1.00 | | | | 1.00 |
| 3500-10-00 PBIS | 603.90 | | | | 603.90 |
| 3500-20-00 Student Council | 265.80 | | | | 265.80 |
| 4100-30-00 General | 215.54 | 0.12 | | 0.03 | 215.69 |
| 4200-00-00 Staff Casual Charity-Inactive | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 5100-10-00 Neubert Social Committee | 159.23 | | | | 159.23 |
| 6000-00-00 Interest Income | 33.23 | | | | 33.23 |
| **Total Other Accounts** | 2,967.60 | 1,408.12 | 1,400.00 | 0.00 | 2,975.72 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 2,855.97 | 0.06 | | | 2,856.03 |
| **Total Cash Accounts** | 2,855.97 | 0.06 | 0.00 | 0.00 | 2,856.03 |
| **Other Accounts** | | | | | |
| 2000-30-00 Student Council | 0.00 | | | | 0.00 |
| 200A-00-00 Kindergarten-Inactive | 0.00 | | | | 0.00 |
| 200M-00-00 Special ED - Instruct. Primary | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 | 0.00 | | | | 0.00 |
| 2029-00-00 Class of 2029 | 0.00 | | | | 0.00 |
| 2030-00-00 Class of 2030 | 117.00 | | | | 117.00 |
| 2031-00-00 Class of 2031 | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 1,248.02 | | | | 1,248.02 |
| 2618-40-10 Jump Rope for Heart | 0.00 | | | | 0.00 |
| 4100-00-00 PBIS | 341.00 | | | | 341.00 |
| 4150-00-00 Math Night | 108.00 | | | | 108.00 |
| 4200-00-00 Picture Comm Misc-Inactive | 0.00 | | | | 0.00 |
| 4260-00-00 Playground Funds | 0.00 | | | | 0.00 |
| 4300-00-00 General Fund | 681.21 | | | | 681.21 |
| 5010-00-00 School Fundraisers | 0.00 | | | | 0.00 |
| 5020-10-00 Tiger Fundraiser | 0.00 | | | | 0.00 |
| 5030-10-00 School Store | 269.06 | | | | 269.06 |
| 5500-00-00 Staff Social Account | 1.36 | | | | 1.36 |
| 6000-00-00 Interest Income | 90.32 | 0.06 | | | 90.38 |
| **Total Other Accounts** | 2,855.97 | 0.06 | 0.00 | 0.00 | 2,856.03 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 6,842.51 | 2,025.28 | 1,198.44 | | 7,669.35 |
| **Total Cash Accounts** | 6,842.51 | 2,025.28 | 1,198.44 | 0.00 | 7,669.35 |
| **Other Accounts** | | | | | |
| 2014-10-00 Kindergarten Grade Level Funds | 576.89 | | | | 576.89 |
| 2014-10-01 1st Grade Level Funds | 190.01 | | | | 190.01 |
| 2014-10-02 2nd Grade Level Funds | 2.32 | | | | 2.32 |
| 2014-10-03 3rd Grade Level Funds | 184.56 | | | | 184.56 |
| 2014-10-04 4th Grade Level Funds | 1,179.19 | | 30.00 | | 1,149.19 |
| 2014-10-05 5th Grade Level Funds | 911.00 | | | | 911.00 |
| 2014-10-06 Preschool Grade Level Funds | 28.00 | | | (28.00) | 0.00 |
| 2017-00-00 Class of 2017 - Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 - Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 - Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 - Inactive | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 - Inactive | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 - Inactive | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 - Inactive | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 - Inactive | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 - Inactive | 0.00 | | | | 0.00 |
| 2028-00-00 Class of 2028 | 109.90 | | | | 109.90 |
| 2029-00-00 Class of 2029 | 0.45 | | | | 0.45 |
| 2030-00-00 Class of 2030 | 20.00 | | | | 20.00 |
| 2031-00-00 Class of 2031 | 0.00 | | | | 0.00 |
| 2032-00-00 Class of 2032 | 88.00 | | | | 88.00 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2151-10-00 Music Dept. | 0.00 | | | | 0.00 |
| 2152-10-00 Choir | 0.00 | | | | 0.00 |
| 2590-40-00 Relay for Life | 30.62 | | | | 30.62 |
| 3010-00-00 We Act Fundraiser | 806.69 | | | | 806.69 |
| 3100-00-00 Spiritwear (PBIS) | 746.15 | 55.00 | | | 801.15 |
| 3200-00-00 Media Center | 91.70 | | | | 91.70 |
| 3300-10-00 Student Council | 158.18 | | | | 158.18 |
| 3310-10-00 Girls On The Run | 337.00 | | | | 337.00 |
| 3350-00-00 Kane County Cougars Grant | 0.00 | 1,000.00 | 189.11 | | 810.89 |
| 4100-30-00 General | 130.30 | 270.28 | 270.00 | 28.00 | 158.58 |
| 4200-00-00 Perry Teacher Social Account | 926.90 | 700.00 | 709.33 | | 917.57 |
| 4300-00-00 Retired Teacher Fund | 324.65 | | | | 324.65 |
| 6000-00-00 Interest Income | 0.00 | | | | 0.00 |
| **Total Other Accounts** | 6,842.51 | 2,025.28 | 1,198.44 | 0.00 | 7,669.35 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 1,509.48 | 762.00 | 1,283.36 | | 988.12 |
| **Total Cash Accounts** | 1,509.48 | 762.00 | 1,283.36 | 0.00 | 988.12 |
| **Other Accounts** | | | | | |
| 2019-00-00 Class of 2019 | 0.00 | | | | 0.00 |
| 201A-00-00 1st Grade | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020 | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021 | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022 | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023 | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024 | 0.00 | | | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2026-00-00 Class of 2026 | 0.00 | | | | 0.00 |
| 2027-00-00 Class of 2027 | 505.16 | | 505.16 | | 0.00 |
| 2028-00-00 Class of 2028 - 5th Grade | 80.93 | 743.00 | 778.20 | | 45.73 |
| 2029-00-00 Class of 2029 - 4th Grade | 645.32 | | | | 645.32 |
| 2030-00-00 Class of 2030 - 3rd Grade | 64.77 | | | | 64.77 |
| 2031-00-00 Class of 2031 - 2nd Grade | 0.00 | | | | 0.00 |
| 2032-00-00 Class of 2032 - Grade 1 | 0.00 | | | | 0.00 |
| 2033-00-00 Class of 2033 - Kindergarten | 0.00 | | | | 0.00 |
| 2151-10-00 Music Dept./ILMEA | 0.00 | | | | 0.00 |
| 2274-10-00 5th Grade Lunch Bunch | 0.00 | | | | 0.00 |
| 2275-10-00 5th Grade Outdoor Education | 0.00 | | | | 0.00 |
| 2560-30-00 Library - Birthday Books | 0.08 | | | | 0.08 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2590-50-00 Veteran Day's Activity | 0.00 | | | | 0.00 |
| 4100-30-00 Principal Discretionary | 0.24 | 19.00 | | | 19.24 |
| 4250-30-00 Student Activity | 0.00 | | | | 0.00 |
| 5000-50-50 D300 United | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 214.98 | | | | 214.98 |
| 6000-10-00 Bank Related Adjustments | (2.00) | | | | (2.00) |
| **Total Other Accounts** | 1,509.48 | 762.00 | 1,283.36 | 0.00 | 988.12 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| **Cash Accounts** | | | | | |
| 1000-00-10 Harris - Checking | 43,029.28 | 8,367.60 | 4,584.47 | | 46,812.41 |
| **Total Cash Accounts** | 43,029.28 | 8,367.60 | 4,584.47 | 0.00 | 46,812.41 |
| **Other Accounts** | | | | | |
| 2000-10-00 Student Council | 3,644.46 | | 75.00 | | 3,569.46 |
| 200A-00-00 Kindergarten-Inactive | 0.00 | | | | 0.00 |
| 2013-00-30 Class of 2013-C-Inactive | 0.00 | | | | 0.00 |
| 2014-00-20 Class of 2014-B-Inactive | 0.00 | | | | 0.00 |
| 2015-00-10 Class of 2015-A-Inactive | 0.00 | | | | 0.00 |
| 2015-00-20 Class of 2015-B-Inactive | 0.00 | | | | 0.00 |
| 2016-00-10 Class of 2016-A-Inactive | 0.00 | | | | 0.00 |
| 2016-00-20 Class of 2016-B-Inactive | 0.00 | | | | 0.00 |
| 2016-00-30 Class of 2016-C-Inactive | 0.00 | | | | 0.00 |
| 2017-00-10 Class of 2017-A-Inactive | 0.00 | | | | 0.00 |
| 2017-00-20 Class of 2017-B-Inactive | 0.00 | | | | 0.00 |
| 2017-00-30 Class of 2017-C-Inactive | 0.00 | | | | 0.00 |
| 2018-00-00 Class of 2018A-Inactive | 0.00 | | | | 0.00 |
| 2018-00-10 Class of 2018B-Inactive | 0.00 | | | | 0.00 |
| 2018-00-20 Class of 2018C-Inactive | 0.00 | | | | 0.00 |
| 2019-00-00 Class of 2019-Inactive | 0.00 | | | | 0.00 |
| 2019-00-10 Class of 2019A-Inactive | 0.00 | | | | 0.00 |
| 2019-00-20 Class of 2019B-Inactive | 0.00 | | | | 0.00 |
| 2019-00-30 Class of 2019C-Inactive | 0.00 | | | | 0.00 |
| 2020-00-00 Class of 2020-Inactive | 0.00 | | | | 0.00 |
| 2020-00-10 Class of 2020A-Inactive | 0.00 | | | | 0.00 |
| 2020-00-20 Class of 2020B-Inactive | 0.00 | | | | 0.00 |
| 2021-00-00 Class of 2021-Inactive | 0.00 | | | | 0.00 |
| 2021-00-10 Class of 2021-A-Inactive | 0.00 | | | | 0.00 |
| 2021-00-20 Class of 2021-B-Inactive | 0.00 | | | | 0.00 |
| 2022-00-00 Class of 2022-A | 0.00 | | | | 0.00 |
| 2022-00-20 Class of 2022-B | 0.00 | | | | 0.00 |
| 2023-00-00 Class of 2023-Inactive | 0.00 | | | | 0.00 |
| 2023-10-10 Class of 2023-A | 0.00 | | | | 0.00 |
| 2023-20-00 Class of 2023-B | 0.00 | | | | 0.00 |
| 2024-00-00 Class of 2024-A | 65.00 | | 65.00 | | 0.00 |
| 2024-00-10 Class of 2024-B | 717.24 | | 717.24 | | 0.00 |
| 2025-00-00 Class of 2025 | 0.00 | | | | 0.00 |
| 2025-00-10 Class of 2025-A | 267.90 | | | (103.40) | 164.50 |
| 2025-00-20 Class of 2025-B | 48.44 | | | 103.40 | 151.84 |
| 2026-00-00 Class of 2026-A | 413.58 | | | (144.67) | 268.91 |
| 2026-10-00 Class of 2026-B | 93.79 | | | 144.67 | 238.46 |
| 2027-00-00 Class of 2027-A | 184.39 | 902.09 | 125.25 | (380.74) | 580.49 |
| 2027-10-00 Class of 2027-B | 0.00 | 325.00 | 125.25 | 380.74 | 580.49 |
| 2028-00-00 Class of 2028 | 21.23 | | | | 21.23 |
| 2029-00-00 Class of 2029 | 14.69 | | | | 14.69 |
| 2030-00-00 Class of 2030 | 464.12 | | | | 464.12 |
| 2031-00-00 Class of 2031 | 3.00 | | | | 3.00 |
| 2032-00-00 Class of 2032 | 128.66 | | | | 128.66 |
| 2033-00-00 Class of 2033 | 0.00 | | | | 0.00 |
| 2034-00-00 Class of 2034 | 0.00 | | | | 0.00 |
| 2115-00-00 Music - Elementary | 750.07 | | | | 750.07 |
| 2150-30-00 Musicals | 5,032.56 | 230.00 | 25.47 | | 5,237.09 |
| 2151-10-00 Music Dept. | 1,384.80 | 420.00 | 878.35 | | 926.45 |
| 2155-10-00 Orchestra-Inactive | 0.00 | | | | 0.00 |

## ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 4/30/2021

Account Range: ALL

| ACCOUNT # AND DESCRIPTION | BEG BALANCE | INCOME | EXPENSE | TRANSFERS | BALANCE |
|---|---|---|---|---|---|
| 2160-10-00 Orchestra - Fifth Grade | 0.00 | | | | 0.00 |
| 2220-10-00 Art Club | 412.02 | | | | 412.02 |
| 2230-10-00 Beta Club | 12,588.74 | 3,830.00 | 899.00 | | 15,519.74 |
| 2276-10-00 Field Trips | 534.77 | | | | 534.77 |
| 2340-10-00 Spelling Bee | 46.03 | | | | 46.03 |
| 2350-00-00 Battle of the Books | 0.00 | | | | 0.00 |
| 2391-10-00 AVID | 3,711.03 | 12.25 | | | 3,723.28 |
| 2392-10-00 HANDS Club | 0.06 | | | | 0.06 |
| 2393-10-00 PBIS Middle School | 1,208.20 | 95.00 | 700.00 | | 603.20 |
| 2393-20-00 PBIS Elementary | 887.95 | | | | 887.95 |
| 2481-10-00 Yearbook - MS | 4,578.28 | 1,044.00 | 300.00 | | 5,322.28 |
| 2482-10-00 Yearbook - ELE | 290.51 | 36.00 | 39.12 | | 287.39 |
| 2560-30-00 Birthday Book Club | 40.80 | | | | 40.80 |
| 2560-40-00 Library-Book Fair | 226.29 | | | | 226.29 |
| 2590-10-00 Boys Basketball Lions Club | 0.66 | | | | 0.66 |
| 2590-20-00 Girls Basketball Lions Club | 70.22 | | | | 70.22 |
| 2590-40-00 Relay for Life | 0.00 | | | | 0.00 |
| 2631-10-00 Washington D.C. Trip-Inactive | 0.00 | | | | 0.00 |
| 2640-30-00 Science Fair | 512.35 | | 347.89 | | 164.46 |
| 2660-00-00 Math Club | 98.86 | | | | 98.86 |
| 2668-00-00 Track | 10.68 | | | | 10.68 |
| 3250-20-10 Poms | 653.37 | 45.65 | 156.00 | | 543.02 |
| 3251-20-10 Intramural Poms-Inactive | 0.00 | | | | 0.00 |
| 3350-20-10 Cheerleading | 1,119.60 | | 96.00 | | 1,023.60 |
| 3351-20-10 Intramural Cheer-Inactive | 0.00 | | | | 0.00 |
| 3710-10-00 Ultimate Frisbee-Inactive | 0.00 | | | | 0.00 |
| 3830-00-00 Basketball - Girls | 0.00 | | | | 0.00 |
| 3840-00-00 Basketball - Boys | 0.00 | | | | 0.00 |
| 3850-20-00 Wrestling | 142.55 | | | | 142.55 |
| 3900-20-00 Volleyball | 0.50 | | | | 0.50 |
| 4100-30-00 General | 547.67 | 650.45 | 14.20 | | 1,183.92 |
| 4105-30-00 Student Assistance Account | 980.32 | 750.00 | | | 1,730.32 |
| 4400-30-00 PE - MS | 14.52 | | | | 14.52 |
| 4401-30-00 PE - ELE | 243.09 | 20.70 | 20.70 | | 243.09 |
| 4480-30-00 Barb Dubow Wal-Mart | 172.80 | | | | 172.80 |
| 5100-00-00 D300 Honors Band Concert-Inact | 0.00 | | | | 0.00 |
| 5200-10-00 Red Cross/Tornado Relief | 0.00 | | | | 0.00 |
| 5500-10-00 Bank Correction | 0.00 | | | | 0.00 |
| 6000-00-00 Interest Income | 703.48 | 6.46 | | | 709.94 |
| **Total Other Accounts** | 43,029.28 | 8,367.60 | 4,584.47 | 0.00 | 46,812.41 |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Jennifer Porter

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Approval of Off Cycle Accounts Payables**

---

**Background**

In months where there is only one board meeting scheduled, we have asked the Board to authorize an additional accounts payable in order to take advantage of discounts for payment terms and ensure the timely payment of our purchases. Our established procedures to do so includes sending the Board a copy of the accounts payable electronically for review and approval prior to the release of payment.

**Recommendation**

Administration recommends that the Board authorize the continued practice of off-cycle accounts payable as outlined above.

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Susan Harkin

| | |
|---|---|
| **Presented at the following Board Meetings** | |
| **Construction/Facility** | |
| **Finance** | |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Selection of Candidate for NIA Ballot**

**Background**

According to the Articles of Agreement for the Northwestern Illinois Association, the District Administrator and the School Board Member shall be elected within each subregion by the Boards of Education of the member districts in odd numbered years.

Each Board of Education shall cast one vote for District Administrator and one vote for School Board Member at a regular scheduled school board meeting as official action.

Election of candidates for the two-year term to represent the school districts within our sub-regional area. Candidate biographical sketch is provided.

**Recommendation**

The board approves the vote for the slate provided in the ballot.

NIA | THE NORTHWESTERN ILLINOIS ASSOCIATION

A Regional Special Education Cooperative Serving the Counties of
Boone, Carroll, DeKalb, Jo Daviess, Kane, Lee, Ogle, Stephenson, Whiteside and Winnebago

May 20, 2021

Dear Superintendent:

Enclosed, please find a ballot and a brief biographical sketch of the candidates for the election of the specified members for the NIA Executive Board. These candidates have agreed to run for a two year term to represent the school districts within their sub-regional area (see enclosed map).

Please present this ballot at a regularly scheduled school board meeting for official Board action. Please return this ballot to the NIA Human Resources Office, 245 W. Exchange Street, Suite 4, Sycamore, IL, 60178, by August 11, 2021.

If you have any questions regarding the election process, please do not hesitate to contact me.

Sincerely,

Jon C. Malone
NIA Regional Director

JM/jt

enc.

Jon C. Malone | Regional Director
245 W. Exchange Ste. 4, Sycamore, Illinois 60178
p: 815-895-9227 x 201 | f: 815-895-2971 | jmalone@thenia.org

NORTHWESTERN ILLINOIS ASSOCIATION

SUBREGION I BALLOT

EXECUTIVE BOARD

BALLOT INSTRUCTIONS

*According to the Articles of Agreement for the Northwestern Illinois Association, the District Administrator and the School Board Member shall be elected within each subregion by the Boards of Education of the member districts in odd numbered years.*

*Each Board of Education shall cast one (1) vote for District Administrator and one vote for School Board Member.*

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VOTE FOR ONE DISTRICT ADMINISTRATOR:

☐ Crystal Swan-Gravatt - Sandwich #430
District Administrator

☐ _____
WRITE IN - District Administrator

---

VOTE FOR ONE SCHOOL BOARD MEMBER:

☐ Steve Fiorentino, District 300
School Board Member

☐ _____
WRITE IN - School Board Member

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NOTE: Ballots will be counted in the NIA Human Resources Office.

PLEASE USE THE ENVELOPE PROVIDED TO RETURN THIS BALLOT BY AUGUST 11, 2021

NORTHWESTERN ILLINOIS ASSOCIATION

BIOGRAPHICAL SKETCH – EXECUTIVE BOARD CANDIDATE – SUBREGION I

DISTRICT ADMINISTRATOR

**Crystal Swan-Gravatt**, an Illinois native, has been the Director of Special Education for Sandwich CUSD #430 in Sandwich, IL since 2013. During the past 28 years of professional education service, she has served in a variety of teaching and administrative experiences across various settings. Those settings include Choate Mental Health and Developmental Center, Illinois Youth Centers for Juveniles, Illinois Correctional Centers for Adults, Tri County Special Education Cooperative, Williamson County Special Education Cooperative & Early Childhood Cooperative, and public school settings – both Elementary and Secondary in southern Illinois and northern Illinois.

Crystal earned her MS in School Administration from Eastern Illinois University and her BS in Elementary Education from Southern Illinois University. She also has earned endorsements on her Illinois professional education licenses for Director of Special Education, Principal, and Unlimited Learning Behavior Specialist. As a Director of Special Education, special education supervisor, principal, and teacher, she has led efforts to facilitate collaborative working relationships between schools, city, county, state and federal stakeholders concerning academic "at risk" youth and youth with disabilities. She is often invited to speak about her unique experiences at education conferences. She is a member of the Illinois Alliance of Administrators of Special Education (IAASE), Council of Exceptional Children (CEC), and Council Administrators of Special Education (CASE). Crystal has served on the board of IAASE for the past four years and has been the serving as President of the low incidence special education cooperative – Northwestern Illinois Association (NIA) for the past three years. Last year, Crystal was appointed to be on the board for Open Door in Sandwich. Open Door is a non for profit rehabilitation entity for adults with developmental disabilities.

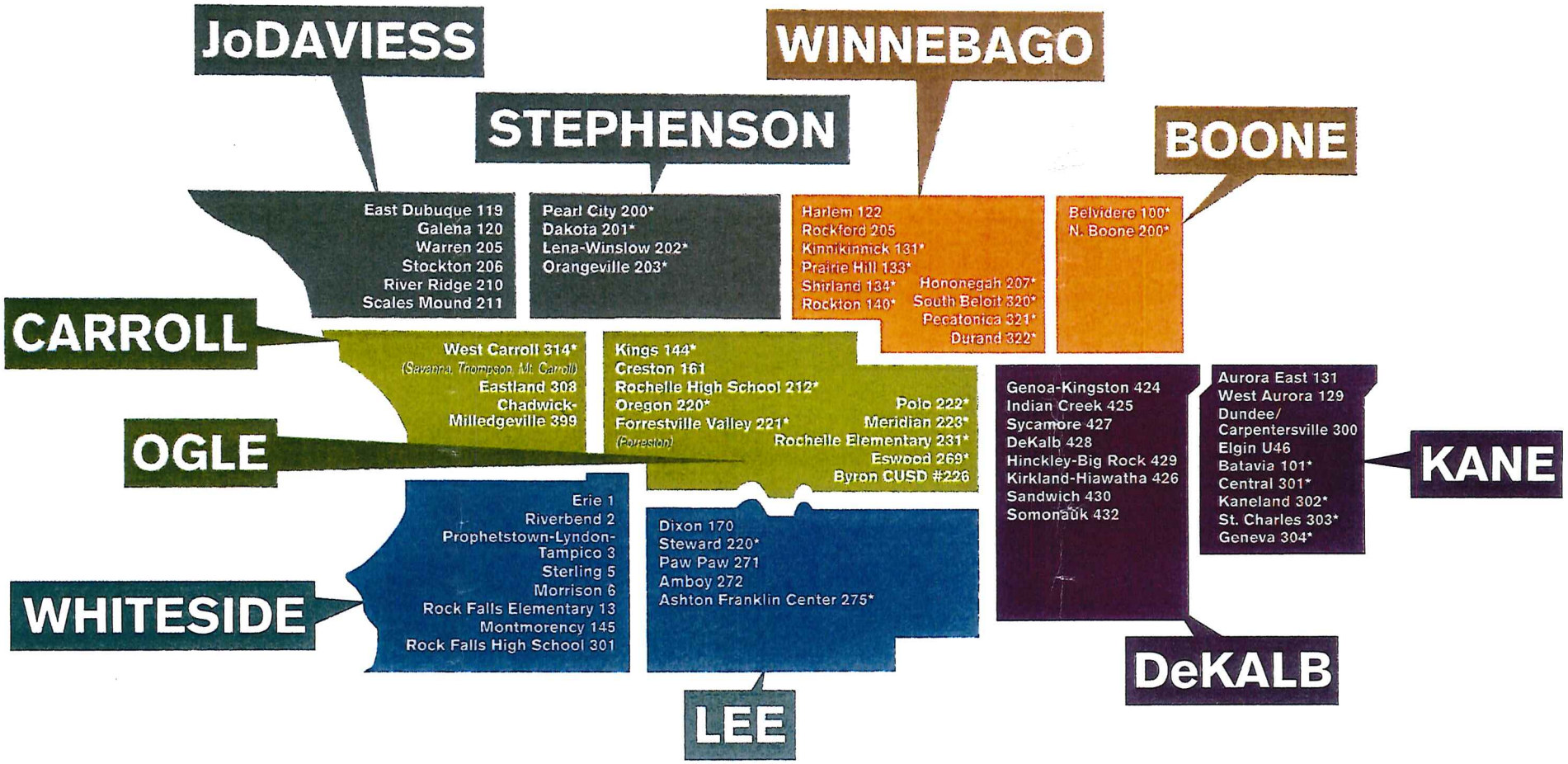
In their spare time, Crystal and her husband Rick stay busy restoring their 1965 MCM (midcentury modern) home built by a well-known local architect, James Carpenter. They also enjoy seeking out MCM treasures to enhance their home in order to bring it back to its original glory. Their MCM home is located near the well-known Farnsworth House and the pristine Fox River in which parts are comprised of the Kendall County Conservation District. Crystal and Rick feel extremely fortunate to able to live in and around the natural surroundings that are a part of the Kendall County Conservation District. They often will host large family and friend gatherings so that others can also enjoy the great outdoors with them. Lastly, Crystal and Rick have five children (one deceased) and make trips often to visit them and other close family members in both extreme southern Illinois area and a nearby Chicagoland suburb.

SCHOOL BOARD MEMBER

**Steve Fiorentino** was elected to the District 300 School Board in April 2011. An Algonquin resident since 1996, Steve and his wife, Robin, have one daughter who recently graduated from HD Jacobs High School. Steve is very active in his community and church. He has coached children of all ages in basketball and softball and has been active with the Algonquin Area Youth Organization (AAYO), Dundee Park District, and the Lake in the Hills Youth Athletic Association (LITH YAA). Steve is one of the founding members of the Algonquin/Lake in the Hills Kiwanis organization and serves on the board. He helped start the HD Jacobs Key Club (Student chapter of Kiwanis) and currently serves as the chapter advisor. Steve and his family are passionate about serving in disaster relief. They have assisted post-hurricane and tornado disasters in multiple places, including Illinois, New Jersey, and Haiti.

Steve received a Bachelor of Science degree in pharmacy from the University of South Carolina and has completed numerous executive management courses. Steve works in the family's financial planning practice. He is also the founder and owner of Fiorentino Consulting, LLC, which helps companies with business plan development, strategic planning, key client acquisition, and hiring and retention of top employees. Prior to launching his consulting practice, Steve held several sales and marketing leadership positions in the pharmaceutical and biotechnology industries over the course of 20-plus years than 200 high performing employees in the pharmaceutical and healthcare sector.

During his limited free time, Steve enjoys spending time with family and friends, planning family excursions and adventure travel, camping, fishing, boating, golf (especially with his daughter), cooking, and watching baseball (Go Cubbies) and football.




Studio232
DESIGN + CREATIVE

NIA 10 County Service Map

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Eberto Mora
Executive Director of Human Resources

**SUBJECT:** **Approval of Renewal of Services for Open Enrollment Benefit Software**

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**Background**

As a district, employee insurance represents 8.3% of our overall budget. Due to the complexities of employee insurance and the limited D300 benefits staff, employees are not always able to receive the appropriate education during open enrollment to make the best choice for themselves.

To address this issue and concern, in 2019 the district engaged in a contract for employee insurance software and services.

In general, there is no cost to the district for these services. However, the provider will provide an overview of additional insurance options that employees can purchase at their own expense.

**Recommendation**

Administration is recommending to renew the contract for Open Enrollment Benefits American Fidelity for the 2020-2021FY.

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

June 1, 2021

Ms. Whitney Dyson
American Fidelity
Illinois Branch
333 Salem Place Suite 130
Fairview Heights, IL 62208

RFP – Open Enrollment-Online Benefits Services

Dear Ms. Dyson:

On August 24, 2020, The Board of Education originally approved a contract with American Fidelity for Open Enrollment-Online Benefits Services. The contract included the possibility of two (2) one (1) year extensions. District 300 would like to extend our current contract based your July 9, 2020 response submittal. The contract extension dates would be August 1, 2021 to July 31, 2023.

If your firm agrees to provide services at no cost to the District, the Administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, June 8, 2021 and award by the Board of Education on Tuesday, June 22, 2021.

If you have any questions about this offer letter, please contact me directly at 847-551-8460.

Sincerely,

_____
Diane C White, Director of Purchasing

Acceptance to hold submitted proposal and terms:

_____ _____
Service Provider Date Signed

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

August 31, 2020

Ms. Kaitlin Economon
American Fidelity Assurance
Company
Illinois Branch
9000 Cameron Parkway
Oklahoma City, OK 73114

RFP – Open Enrollment Services

Dear Ms. Economom,

Congratulations! District 300 has awarded American Fidelity Assurance Company the contract to provide Open Enrollment Services for year one beginning, Tuesday, September 1, 2020 through August 301, 2021, with the possibility of two, one year extensions. The Board of Education approved this award at their regular meeting on Tuesday, August 25, 2020.

***This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.***

Please sign your award letter by Friday, September 4, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured by Friday, September 11, 2020 to: bids.purchasing@d300.org

This Agreement is entered into as of Wednesday, September 1, 2020.

Diane C. White
837DD43E716D9DC09E2DBCBD5C76FBD7 contractworks
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

Jason Pledger
9209E02E1AB8BE6933F06D251723044B contractworks
CONTRACTOR *(Signature)*

**Jason Pledger** **VP, Marketing**
*(Printed name and title)*

Please will receive an executed contract through Contract Works.

If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C. White
Diane C White, Director of Purchasing

**Community Unit School District # 300**
**Purchasing Department**
**2505 Bunker Hill Drive**
**Algonquin, IL 60102**
**847-551-8460 - PHONE**
**847-551- 8463- FAX**

June 22, 2020

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed **Request for Proposal** for:

## RFP – Open Enrollment Services

The enclosed proposal form(s) **must** be used in submitting your proposal. Proposals must be addressed as follows:

**Community Unit School District No. 300**
**Purchasing Department –**
**Open Enrollment Services**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**

Electronic proposals will be received until **–3:00PM CT, Thursday, July 9, 2020** at which time they will be opened and read.

The required Contractor's Certification forms must be completed and returned with your proposal.

It is the intention of the Board of Education to award the proposal at the **Tuesday, August 25, 2020 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all proposals if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the proposals, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the proposal, which is in the best interest of the District. Conditional proposals will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a proposal without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any proposal being submitted.

Sincerely,

Diane C. White
Director of Purchasing

**PUBLIC NOTICE**

**NOTICE TO BIDDERS**

The Board of Education of Community Unit School District 300 is accepting
Electronic proposals for –

**RFP – Open Enrollment Services**

Electronic proposals will be received until
**3:00PM CT, Thursday, July 9, 2020** at the D300 Purchasing Department, at which time they will be publicly opened and read.

**Community Unit School District #300**
**Purchasing Office**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**

A Non-Mandatory Pre–RFP Meeting is scheduled for
**9:30 AM CT, Wednesday, June 24, 2020.** At that time, prospective bidders are invited to review bid documents via virtual meeting. Please contact the D300 Purchasing Department for access to this meeting.

**Any questions regarding this proposal must be directed to:**

**Community Unit School District #300**
**Diane C. White**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**
**847-551-8460**
**Bids.purchasing@d300.org**

Proposal specifications will be available on Friday, June 19, 2020 after 3:00PM. To obtain specifications, please contact the District 300 Purchasing Office at 847-551-8460 or bids.purchasing@d300.org.

| RFP - Open Enrollment Services | | | |
|---|---|---|---|
| | | | |
| **ACTION** | **DATE** | **TIME** | **LOCATION** |
| Timeline Established | 6/15/2020 | | Purchasing Office |
| Specifications Finalized | 6/17/2020 | | |
| Legal Ad Published | 6/18/2020 | 3:00 PM | Daily Herald |
| Specifications Released to Vendors | 6/18/2020 | | |
| **Pre-RFP Meeting** | 6/24/2020 | 9:30 AM | **Electronic - Google Meet** |
| Q&A Deadline – via email | 7/2/2020 | 4:30 PM | bids.purchasing@d300.org |
| **RFP Opening - Electronic Submittal** | **7/9/2020** | **3:00 PM** | bids.purchasing@d300.org |
| Evaluation Period | 7/9/2020 - 7/23/2020 | | Eberto Mora, Executive Director of Human Resources |
| CFO Packet | 7/31/2020 | | Susan Harkin, COO |
| Board Finance Committee | 8/10/2020 | | Administration Building |
| BOE Workshop | 8/11/2020 | | Administration Building |
| **BOE Approval** | 8/25/2020 | | Administration Building |
| | | | |

## Instructions to Bidders

### 1. GENERAL

a. Proposals shall be signed and submitted in an envelope properly marked with the title of the proposal, and date and time of opening. Unsigned proposals will be rejected.

b. Seal and deliver proposal to the purchasing office on or before the time scheduled for the opening. Late proposals will not be opened nor considered.

c. All proposals shall be made on this form.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Proposals should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the proposal specification and installation, if called for, in the proposal specifications.

f. Correspondence shall be addressed to the Purchasing Director.

g. Proposals are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted proposals will not be accepted.

### 2. ERRORS AND OMISSIONS

All proposals shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the proposals as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for proposal opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

### 3. FIRM PROPOSAL

All proposals will be considered to be firm for a period of sixty (60) days from the date established for the opening of proposals.

## 4. WITHDRAWAL OF PROPOSALS

Proposals may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of proposals.

## 5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill proposal requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the proposal.

b. The Board of Education reserves the right to reject any proposal if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all proposals, to waive irregularities and to accept that proposal which is considered to be in the best interest of the District. Any such decision shall be considered final. All items proposed shall be new unless otherwise specified in the requirements.

## 6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed proposal. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

## 7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

## 8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these proposal forms shall be construed as acceptance of all provisions contained herein.

## 9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this proposal.

## 10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

## 11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

## 12. EVALUATIONS

The District reserves the right to reject any and all proposals, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on proposal request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of proposals. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

## 13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a proposal for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the proposal, and include in its own proposal all sums sufficient to provide all work required by the contract documents. After opening of proposals, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a proposal, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

## 14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS (IS NOT REQUIRED OF THIS PROJECT)

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.
The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

## 15. BID SECURITY (IS NOT REQUIRED OF THIS PROJECT)

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the proposal shall accompany each proposal as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a proposal for a period of 60 days after the date of opening thereof.

The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of proposals and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

## 16. SERVICE POINTS

| Building Name | Address |
|---|---|
| Administration Center | 2550 Harnish Drive<br>Algonquin, IL 60102 |
| Algonquin Lakes Elementary | 1401 Compton Drive<br>Algonquin, IL 60102 |
| deLacey Family Educ. Center | 50 Cleveland Avenue<br>Carpentersville, IL 60110 |
| Dundee Highlands Elementary | 407 South Fifth Street<br>West Dundee, IL 60118-2899 |
| Eastview Elementary | 540 Longwood Drive<br>Algonquin, IL 60102 |
| Gilberts Elementary | 729 Paperbark Lane<br>Gilberts, IL 60136 |
| Golfview Elementary | 124 Golfview Lane<br>Carpentersville, IL 60110-2399 |
| Hampshire Elementary | 321 Terwilliger Avenue<br>Hampshire, IL 60140-9604 |
| Lake in the Hills Elementary | 519 Willow Street<br>Lake in the Hills, IL 60156- |
| Lakewood | 1651 Ravine Lane<br>Carpentersville, IL 60110-2130 |
| Liberty Elementary | 6500 Miller Road<br>Carpentersville, IL 60110 |
| Lincoln Prairie Elementary | 500 Harvest Gate Road<br>Lake in the Hills, IL 60156 |
| Meadowdale Elementary | 14 Ash Street<br>Carpentersville, IL 60110-1694 |
| Neubert Elementary School | 1100 Huntington Drive<br>Algonquin, IL 60102-1999 |
| Parkview Elementary | 122 Carpenter Blvd.<br>Carpentersville, IL 60110-1918 |
| Perry Elementary | 251 Amarillo Drive<br>Carpentersville, IL 60110-1199 |
| Sleepy Hollow Elementary | 898 Glen Oak Drive<br>Sleepy Hollow, IL 60118-2698 |
| Westfield Community School | 2100 Sleepy Hollow Road<br>Algonquin, IL 60102-2698 |
| Wright Elementary | 1500 Ketchum Road<br>Hampshire, IL 60140 |
| Algonquin Middle School | 520 Longwood Drive<br>Algonquin, IL 60102-3099 |
| Carpentersville Middle School | 100 Cleveland Avenue<br>Carpentersville, IL 60110-1960 |
| Dundee Middle School | 37W450 Route 72<br>West Dundee, IL 60118-9590 |
| Hampshire Middle | 560 South State Street<br>Hampshire, IL 60140-9606 |
| Dundee-Crown High School | 1 Charger Country Drive<br>Carpentersville, IL 60110-1474 |
| Hampshire High School | 1600 East Big Timber Road<br>Hampshire, IL 60140 |
| Jacobs High School | 2601 Bunker Hill Drive<br>Algonquin, IL 60102-9734 |

| | |
|---|---|
| **Oak Ridge School** | **300 Cleveland Ave<br>Carpentersville, IL 60110** |
| **Buildings and Grounds** | **2605 Bunker Hill Drive<br>Algonquin, IL 60102** |

**Project Manager**:

Eberto Mora, Executive Director of Human Resources
Office: 847-551-8300
Email: Eberto.mora@d300.org

## 17. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _3_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

## 18. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

| | | |
|---|---|---|
| General Liability | General Aggregate | $2,000,000 |
| | Products-Comp/OP Agg | 2,000,000 |
| | Personal Injury | 1,000,000 |
| | Each Occurrence | 1,000,000 |
| | Fire Damage (Any one fire) | 50,000 |
| | Medical Exp. (Any one person) | 5,000 |
| Excess Liability | Each Occurrence | 2,000,000 |
| | Aggregate | 2,000,000 |
| Automobile Liability | Bodily Injury (each occ) | 1,000,000 |
| | Property Damage (each occ) | 1,000,000 |
| Worker's Compensation | Statutory Limits | |
| | Each Accident | 500,000 |
| | Disease-Policy Limit | 500,000 |
| | Disease-Each employee | 500,000 |

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named**

**insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.
It is MANDATORY within ten (10) days after the proposal award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

## 19. TOTAL PRICE FOR ALL ITEMS BID

A total proposal dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the proposal form before signing and submitting the proposal.

## 20. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

## 21. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

## 22. LATE PROPOSALS

Proposals received after the time specified in the Request for Proposals will not be opened or considered. The method of transmittal of the proposal is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of proposals is prohibited.

## 23. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as proposal alternatives. Notations are to be included as to the percentage of recycled products in each item.

## 24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

## 25. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

**26. CONTRACT TERM -**

The work is to commence on **August 27, 2020 to prepare for open enrollment starting in October 2020. Term of the contract is for 1 year with the option of two (2) one year extensions with favorable recommendation from the Executive Director of Human Resources.**

**27. PERSONNEL**

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

**28. SEXUAL HARASSMENT**

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

**29. QUALIFICATIONS**

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

**30. FINANCIAL STABILITY**. The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the proposal, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

## 31. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

## 32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

## 33. PROPOSAL

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All proposals shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the proposal in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such proposal is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the proposals as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the proposal, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

## 34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or

(2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's proposal, the required submittals, and the purchase order, if any, shall comprise the binding contract.

**35. CANCELLATION** – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

**36. ADDITIONAL INFORMATION**

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – diane.white@d300.org

# REFERENCES

## LIST BELOW THE LAST FOUR (4) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED ON EDUCATIONAL, LIBRAIRIES, OR OTHER MUNICIPALITIES IN THE LAST (5) YEARS..

---

1. **ORGANIZATION:**
   _____

   **ADDRESS:**
   _____

   **CITY, STATE, and ZIP CODE:**
   _____

   **TELEPHONE NUMBER:**
   _____

   **CONTACT PERSON:**
   _____

   **DATE OF SERVICES:**
   _____

   **DOLLAR AMOUNT OF THE JOB:**
   _____

2. **ORGANIZATION:**
   _____

   **ADDRESS:**
   _____

   **CITY, STATE, and ZIP CODE:**
   _____

   **TELEPHONE NUMBER:**
   _____

   **CONTACT PERSON:**
   _____

   **DATE OF SERVICES:**
   _____

   **DOLLAR AMOUNT OF THE JOB:**
   _____

## REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

**ADDRESS:**
_____

**CITY, STATE, and ZIP CODE:**
_____

**TELEPHONE NUMBER**
_____

**CONTACT PERSON:**
_____

**DATE OF SERVICES:**
_____

**DOLLAR AMOUNT OF THE JOB:**
_____

4. **ORGANIZATION:**
_____

**ADDRESS:**
_____

**CITY, STATE, and ZIP CODE:**
_____

**TELEPHONE NUMBER**
_____

**CONTACT PERSON:**
_____

**DATE OF SERVICES:**
_____

**DOLLAR AMOUNT OF THE JOB:**
_____

**OFFEROR'S NAME:** _____

**SIGNATURE:** _____ **DATE -** _____

# CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE REGARDING
# SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____

NOTARY PUBLIC

# CERTIFICATE REGARDING
# EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE REGARDING

## EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm:
_____

By:
_____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

**CERTIFICATE REGARDING**
**COMMUNITY UNIT SCHOOL DISTRICT 300**
**VENDOR/CONTRACTOR CONFLICT OF INTEREST**

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

## CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

**By:**_____

**Its:** _____

**Dated:**_____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____

NOTARY PUBLIC

**AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION**

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Algonquin, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____

(Printed or Typed Name of Applicant Employee)

_____

Signature of Applicant or Employee

Dated: _____

PRINT RESET

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**PURCHASING DEPARTMENT**
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

# VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

**APPLICATION DATE**

**REVISION DATE**

**DATE:** 7/1/2020

| **COMPANY** | HOW LONG IN PRESENT BUSINESS? |
|---|---|
| | |

| **ADDRESS** | CITY | STATE | ZIP |
|---|---|---|---|
| 9000 Cameron Parkway | | | |

| **CONTACT PERSON/REPRESENTATIVE** | FAX NUMBER | PHONE AND EXTENSION |
|---|---|---|
| | ( ) | ( ) |

**TYPE OF ORGANIZATION (Check Applicable)**

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

**YEARS ESTABLISHED:** 60 years

**DO YOU ACCEPT PURCHASE ORDERS?** YES ☐ NO ☐

**DO YOU ACCEPT CREDIT CARDS?** YES ☐ NO ☐

**CATEGORY** **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

**NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.**

(A) PRESIDENT Jeanette Rice (B) VICE PRESIDENT

(C) SECRETARY Lisa Knatvold (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

**TAXPAYER'S I.D. NO.**

FEIN 73-0714500

or

S.S. No. _____

**INSURANCE INFORMATION (Check Applicable)**

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

**BONDING INFORMATION** **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

**PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:**

| NAME | OFFICIAL CAPACITY |
|---|---|
| | |
| | |
| | |
| | |

| Average number of employees (including affiliates) for four preceding calendar quarters. | Average annual sales for preceding three fiscal years: | Floor Space (Square Feet) | |
|---|---|---|---|
| | | Manufacturing | Warehouse |
| 1,800 | | | |

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____

DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

## MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

**MINORITY BUSINESS ENTERPRISE ("MBE")** means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

**WOMEN'S BUSINESS ENTERPRISE ("WBE")** means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

**BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")** means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

**MINORITY GROUP MEMBER** is an individual who is one of the following:

**AFRICAN AMERICAN** OR BLACK (persons with origins in any of the Black racial groups of Africa):
**HISPANIC AMERICAN** (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
**NATIVE AMERICAN** (American Indian)
**ASIAN-PACIFIC AMERICAN** (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

| ORGANIZATION | ADDRESS, STATE, ZIP | BUYER | PHONE NUMBER |
|---|---|---|---|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |

Bank References

| NAME OF BANK | ADDRESS, STATE, ZIP | CONTACT PERSON | PHONE NUMBER |
|---|---|---|---|
| First Fidelity Bank | P.O. Box 32282, Oklahoma City, OK 73123-0482 | Lee Symcox | 405-416-2222 |

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

| |
|---|
| **SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION** |
| |
| **NAME AND TITLE OF PERSON SIGNING (Please type or print)** |

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

**USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY**

| VENDOR I.D. NUMBER | APPROVED BY | DATE | W9 | COMM LIST |
|---|---|---|---|---|
| | | | | |

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

**Give Form to the requester. Do not send to the IRS.**

Print or type. See Specific Instructions on page 3.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

*(Applies to accounts maintained outside the U.S.)*

**5** Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**2550 HARNISH DRIVE**
**ALGONQUIN, IL 60102**

**6** City, state, and ZIP code

**7** List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | – | | | – | | | | |

**or**

**Employer identification number**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | – | | | | | | | |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** | **Signature of U.S. person** ▶ | **Date** ▶

# General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See* What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

***Example.*** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

## What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

# Specific Instructions

## Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note: ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

## Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

## Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

| IF the entity/person on line 1 is a(n) . . . | THEN check the box for . . . |
|---|---|
| • Corporation | Corporation |
| • Individual<br>• Sole proprietorship, or<br>• Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes. | Individual/sole proprietor or single-member LLC |
| • LLC treated as a partnership for U.S. federal tax purposes,<br>• LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or<br>• LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes. | Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation) |
| • Partnership | Partnership |
| • Trust/estate | Trust/estate |

## Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

**Exempt payee code.**

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

| IF the payment is for . . . | THEN the payment is exempt for . . . |
|---|---|
| Interest and dividend payments | All exempt payees except for 7 |
| Broker transactions | Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012. |
| Barter exchange transactions and patronage dividends | Exempt payees 1 through 4 |
| Payments over $600 required to be reported and direct sales over $5,000[1] | Generally, exempt payees 1 through 5[2] |
| Payments made in settlement of payment card or third party network transactions | Exempt payees 1 through 4 |

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

### Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

## What Name and Number To Give the Requester

| For this type of account: | Give name and SSN of: |
|---|---|
| 1. Individual | The individual |
| 2. Two or more individuals (joint account) other than an account maintained by an FFI | The actual owner of the account or, if combined funds, the first individual on the account[1] |
| 3. Two or more U.S. persons (joint account maintained by an FFI) | Each holder of the account |
| 4. Custodial account of a minor (Uniform Gift to Minors Act) | The minor[2] |
| 5. a. The usual revocable savings trust (grantor is also trustee) | The grantor-trustee[1] |
| b. So-called trust account that is not a legal or valid trust under state law | The actual owner[1] |
| 6. Sole proprietorship or disregarded entity owned by an individual | The owner[3] |
| 7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A)) | The grantor* |
| **For this type of account:** | **Give name and EIN of:** |
| 8. Disregarded entity not owned by an individual | The owner |
| 9. A valid trust, estate, or pension trust | Legal entity[4] |
| 10. Corporation or LLC electing corporate status on Form 8832 or Form 2553 | The corporation |
| 11. Association, club, religious, charitable, educational, or other tax-exempt organization | The organization |
| 12. Partnership or multi-member LLC | The partnership |
| 13. A broker or registered nominee | The broker or nominee |
| 14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments | The public entity |
| 15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B)) | The trust |

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

**Note:** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

## Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**SCOPE OF WORK**

**Online Benefits – Open Enrollment**

**Scope of service below is also in Scope of Service**

**Response Form A - Vendor Questionnaire**

District 300 is seeking services for:

- A vendor to assist in the process of open enrollment for all current and new hired district employees.
- District 300 has an annual Open Enrollment time frame for active employees between October 15 and November 15
- The successful vendor will be expected to:
    - Provide comprehensive education to all current and new employees on fringe benefits offered by the district (health, dental, vision, etc.)
    - Provide accurate and efficient communication to inform all employees of available benefits prior to open enrollment
    - Provide an online platform for employees to complete a selection process that best fits their needs
    - Provide comprehensive education and support to employees on benefit selection process including printed and electronic communication
    - Provide education for new employees during the onboarding process
    - Coordinate the employee selections with the HR Department for proper premium deductions

- **School District Background**
- Community Unit School District 300 is the sixth largest student enrollment in
- Illinois with over 21,000 students, covering 118 square miles. The District provides
- pre-Kindergarten through twelfth grade education in an area of 118 square miles in
- Northwestern Illinois, 40 miles west of Chicago.
- District 300 is comprised of three (3) high schools (grades 9-12), four (4) middle
- school (grades 6-8), one (1) school (grades K-8), sixteen (16) elementary schools
- (Grades K-5), one (1) school Pre-K, and one (1) alternative school.
- District 300 employs approximately 2100 Full Time Employees (FTE)
- Firm to Provide copy of standard contract with submitted proposal in Section 6
- Complete the Scope of Work – RFP Response Form – Part A (excel file) and Part
- B and provide in Section 3 of your submitted proposal.
- Below is the evaluation criteria that will be used to grade submitted proposals.
- Submitted proposals will be evaluated by a committee.
- District 300 current EFP system is Infor/Lawson
- Kronos – hourly employees
- Smartfind for attendance of staff

## SCOPE OF SERVICES

1) Provide background information about your company.
    a. History
    b. What percent of your business is in the education sector?
    c. Organizational mission, brand, and market differentiators
2) Identify the number of IL public schools your company currently provides Section 125 administration services and employee benefit education and enrollment support.
3) Please summarize in 250 words or less why your company is the best candidate and the principal reasons your company should be selected over your competitors
4) Does your firm offer an Online Enrollment System? If so, please describe this system and how it is used in the enrollment process. Include the following information.
    i. When was the system implemented?
    ii. Who has access to the information?
    iii. How is the information accessed?
    iv. Describe information and functions available via the system.
5) Define the number of plan customers using your Online Enrollment System, including (Illinois) school districts?
6) Provide a sample project timeline that outlines the implementation process.
7) What security standards do you implement to ensure participant privacy?
8) Can the Online Enrollment System be programmed with complex eligibility rules? Is software programming done in-house or by third party?
9) Do employees have 24/7 access to login and view benefit choices items?
10) Is the system capable of exporting enrollment data to plan providers in acceptable electronic formats?
11) Is the system capable of generating employee deduction files for upload to the district's payroll program?
12) Is the system used to educate employees on the benefits offered? If so, please describe.
13) Are there any fees to the district associated with the Online Benefit System?

14) Please provide the details on the Account Management staff, including key personnel whom would have primary responsibility of supporting the District. As well as who will be enrolling the employees.
15) Please describe the training provided to your field staff.

16) Describe your Section 125 Administration.
    a. Who is responsible for the employer risk? If the account is negative at the end of the plan year when the account is reconciled (i.e., employee leaves plan with negative unreimbursed medical balance), who is responsible?
    b. Through which methods can employees submit claims for reimbursement?
17) Describe your online service center for employees and the District
18) Describe your firm's service model including claims' services.

19) Describe the process for completing annual employee election form requirements.
20) Describe your process for onboarding new employees.
21) What measurements does your company have in place to ensure all employees are educated equally on the Section 125 options available to them?
22) How are employee elections provided back to the District?

23) Describe post-enrollment services.

24) How would your company work with the district to develop a communication campaign?
25) Describe the process to educate employees on the employee benefits available at open enrollment. Include a description of your print and digital resources, including benefits website
26) How are employees able to access in-person resources to assist with the enrollment process?

**Other Services**:

27) Describe the benefits compliance resources your company can offer to the district and its employees.
28) Does your company have other services or technology that could be offered?
29) Please describe any additional services or support that would be available to the District.
30) What are the hours of operation for the live customer service office?
31) Does your customer service staff support other languages? What policies and procedures are in place to accommodate these needs?

## RFP – Open Enrollment Services

### PROPOSAL EVALUATION CRITERIA

| | DEFINITION | POINT VALUE |
|---|---|---|
| PRICE | The lowest price that met the minimum requirements outline will be awarded | 10 |
| EDUCATION AND TRAINING | Meet the delineated expectations on the RFP | 25 |
| CUSTOMER SERVICE | Points are determined by quality of education provided to employees and HR | 25 |
| ENROLLMENT PLATFORM | End user experience in successfully completing open enrollment including plan selection changes | 25 |
| REFERENCES | Other client successful experiences | 10 |
| OTHER ENHANCEMENTS OR ADDITIONAL SERVICES | Other services provided by the vendor that can enhance the district operational systems and employee benefits | 5 |
| TOTAL POSSIBLE POINTS | | 100 |

**Proposal Content and Proposal Format Submittal to include:**
**One complete electronic copy of proposal**

**Section 1 - Firm Experience and Capabilities** -

- ✓ Provide a list of all School District clients for which you have provided services for in the last five years.
- ✓ Highlight your experience in performing work such as described in the Proposal.
- ✓ Samples of work that demonstrate experience at the School level or higher education.

**Section 2 - Project Approach**

Provide a brief discussion of the following:

- ✓ The methodology that your firm would use in collaborating with District personnel. Please provide an adequate description and summary of capabilities.
- ✓ Provide staffing resumes who would be proposed to oversee our account, along with resumes of potential employees that would be assigned to District 300.
- ✓ Your approach to project scheduling.
- ✓ Your approach for providing the necessary support to District 300 to insure the successful implementation.
- ✓ Your procedure for training personnel to adhere to the District 300 guidelines of this contract.

**Section 3 – Economic Impact – Pricing and Proposal Questionnaire**
**Include Proposal Response Forms A and B in this section**

**Section 4 - References-**

- ✓ Provide a minimum of four *(4)* references for professional services performed on educational, libraries, or other municipalities in the last five *(5)* years.

**Section 5 – Required District 300 certificates, Vendor Application, W-9 form.**
**These forms are included within this Proposal.**

**Section 6 – Sample Contract**

**Section 7 – Other information proposed that in not included in the questionnaire**

**Section 8 – Please provide audited financials or financials for the past five years.**
**You may provide a link to these documents for the district to review.**

# RFP RESPONSE FORM – PART B

## RFP – Open Enrollment Services

**RFP response form Part A and B must be completed and included in your response along with all other required documents and additional documentation.**

**Include your fee schedule for proposal in Section 3, along with Response form A and B.**

**Vendor has received: Addendum #1 Yes _____ No _____**
**Addendum #2 Yes _____ No_____**

***COMMENTS AND ADDITIONAL INFORMATION***

_____

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken are included on Attachments I & II of this bid package if applicable.

_____ 90 DAYS
Name of Company/Corporation Length of time bid is firm

_____
Street Address Bid Submitted by:

_____ _____
City, State, Zip Code Authorized Signature

_____ _____
Telephone Number Please Type or Print Name

_____ _____
Fax Number Illinois License Number

Email address - _____

*****Electronic Proposals are due by 3:00PM CT, Thursday, July 9, 2020 *****

**COMMUNITY UNIT SCHOOL DISTRICT #300**
**PURCHASING DEPARTMENT**
**2605 BUNKER HILL DR**
**ALGONQUIN IL, 60102**
**Phone – 847-551-8460**
**Fax – 847-551-8463**

June 25, 2020

Dear Vendor:

**ADDENDUM 1**

## RFP – Open Enrollment Services

## QUESTIONS AND ANSWERS:

**Question: Is there any consideration to add payroll services to the scope of services?**

**Answer: District 300 is not exploring the outsourcing of payroll at this time.**

**Question: How did District 300 handle Open Enrollment Services last year?**

**Answer: District 300 has used Infor/Lawson self-service in the past. This RFP is for new services.**

**Question: Was there a trigger event resulting in the decision to put out an RFP?**

**Answer: Yes, the in house process is cumbersome for employees to select their insurance options; therefore, District 300 seeks to enhance the open enrollment process to make it easier for its employees.**

**Question: Is this RFP only for open enrollment or for qualified life events and new hires?**

**Answer: The RFP focuses on the active open enrollment process, and will be utilized for employees to complete life events and new hire enrollment.**

**Question: Of the 2100 full-time employees, what percentage or number are benefit eligible?**

**Answer: District 300 has 2400 employees. Approximately 2100 employees are eligible for benefits.**

**Question: Regarding question 8 in the Scope of Services: *Can the Online Enrollment System be programmed with complex eligibility rules,* please explain complex eligibility rules.**

**Answer: D300 seeks an enrollment system that will allow participants to select plans based on eligibility rules. Example: HSA participants would only see the option to select Limited Purpose FSA and HSA Contributions but not Health FSA. HMO/PPO participants would only see the option to select Health FSA but not Limited Purpose FSA and HSA Contributions.**

**Question: Does District 300 have eligibility groups?**

**Answer: Yes, please expand on this question. Currently 2100 employees are eligible for benefits.**

**Question: Please explain the eligibility rule problems.**

**Answer: We do not have a system that can offer options based on benefit plan selection as addressed in the previous question.**

**Question: Does District 300 offer voluntary benefits?**

**Answer: Yes, District 300 offers voluntary life insurance**

**Question: What are the #1 and #2 priorities of this RFP? Would the goal be to provide a better enrollment experience or to provide comprehensive education to assist employees to make better enrollment decisions?**

**Answer: Both. District 300 seeks to provide a positive open enrollment experience for new and current employees. It is also a high priority to educate all employees on the different benefit options. District 300 offers a comprehensive benefit package and we want to ensure that employees are selecting the best option for themselves.**

**Question: After the employee enrolls for benefits, how is the data transferred to the carriers?**

**Answer: Data is transferred through an electronic feed using an interface between Infor/Lawson and the carriers. This is a constant feed sent weekly as employees are hired year-round.**

**Question: What is the process or format to send this information to carriers?**

**Answer: Data is transferred through an electronic feed using an interface between Infor/Lawson and the carriers. This is a constant feed sent weekly as employees are hired year-round.**

**Question: Who are District 300's current benefits carriers?**

**Answer: District 300 uses Blue Cross Blue Shield of Illinois for health insurance, Delta Dental for dental insurance, VSP for vision insurance and Voya for Group, Supplemental Life insurance and Long Term Disability, Horace Mann/Payflex for FSA, and HSA Savings Account is administered by First American Bank.**

**Question: Regarding samples of work, is District 300 looking for case studies or something else?**

**Answer: District 300 is requesting samples of successful implementation and execution of an open enrollment platform deployed with large school districts or employers.**

## Make changes to the original RFP documents

**Change 1 – Under 1. GENERAL**

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted proposals will not be accepted.

**To**

h. Oral, telephonic, telegraphic, or facsimile transmitted proposals will not be accepted. Proposals should be transmitted electronically to bids.purchasing@d300.org

**Change 2**

The CERTIFICATE REGARDING EMPLOYMEN T OF ILLINOIS WORKERS ON PUBLIC WORKS is not a required certificate.

## ADDITIONAL INFORMATION

1) **The evaluation team may request a Demonstration of the respondent's services.**

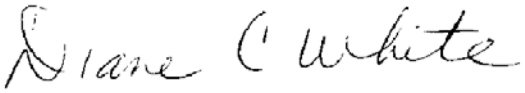
**Please acknowledge receipt of this addendum in a letter of acknowledgement and included with your sealed bid.**

**This Addendum is to be considered part of the original bid documents.**

Please confirm receipt of this email by a telephone call, email, or fax.
Phone Number – 847-551-8460.
E-mail- bids.purchasing@d300.org

Fax Number – 847-551-8463
If you have any questions, please feel free to contact me at the phone number listed above.

Sincerely,



Diane C. White / Director of Purchasing

**COMMUNITY UNIT SCHOOL DISTRICT #300**
**PURCHASING DEPARTMENT**
**2605 BUNKER HILL DR**
**ALGONQUIN IL, 60102**
**Phone – 847-551-8460**
**Fax – 847-551-8463**

July 3, 2020

Dear Vendor:

**ADDENDUM 2**

## RFP – Open Enrollment Services

## QUESTIONS AND ANSWERS:

**Question: What is the District's current turnover percentage?**

**Answer: The turnover percentage is 8%.**

**Question: How many unique eligibility groups are within the District's benefit eligible population? (i.e. different location, executives, rate structures, coverage level, etc.)**

**Answer: There are three different benefit eligible groups (24 pay, 20 pay and 18 pay).**

**Question: Can you list the rate structures within the benefit eligibility groups?**

**Answer: The rate structures are based on employee groups:**
**24 pay employees – Admin, LEAD, DEPA, NUG**
**20 pay employees – Grandfathered LEAD members**
**18 pay employees – DESA, DESPA10 Full-time SUBS**

**Question: Do you have any union employees? If yes, how many separate union contracts? Do the union employees receive benefits through your company?**

**Answer: Yes, we have union employees. There are four separate contracts. Please click here and navigate to the list of Labor Agreements. Yes, union employees do receive benefits through District 300.**

**Question: Does the District have any retirees? If so, how many are under 65 and over 65? How do the retirees pay for their benefits? Do you offer split family and survivor benefits?**

**Answer: Yes, there are four retirees under 65 and no retirees over 65. Retirees pay District 300 directly. No, we do not offer split family and survivor benefits outside of COBRA.**

**Question: Can you confirm your Annual Enrollment is held in October? Is the timeframe for your Annual Enrollment start date flexible?**

**Answer: The Annual Open Enrollment takes place during October 15 – November 15. We are not flexible with the start date.**

**Question: Please describe your Benefit plan offerings and carriers. Are you currently evaluating any major plan design changes?**

**Answer: For plan offerings please visit our website or click here**

**Question: Do you offer Voluntary Benefits to your employees? If so, please list the plan design and carrier.**

**Answer: Yes, District 300 does offer a Voluntary/Supplemental Life through VOYA, click here.**

**Question: Does the District require proof when enrolling a dependent? What events do you require this (Life events, New Hire, Open Enrollment)?**

**Answer: Yes, District 300 does require proof when enrolling a dependent. We require a certified copy of the marriage certificate if enrolling a spouse and a certified copy of the birth certificate if enrolling a dependent child. We require these documents when an employee adds a dependent through a Life Event, as a New Hire, or during Open Enrollment.**

**Question: How many benefit eligible employees have at least one dependent?**

**Answer: 1,373 benefit eligible employees have at least one dependent enrolled on District 300's insurance plan(s). District 300 is not able to provide you with the number of benefit eligible employees who have at least one dependent. The dependent may not be enrolled or listed as a dependent in our system because they are not enrolled in one of District 300's insurance plan(s).**

**Question: Have you determined who will join the District's team to be a resource during the implementation process?**

**Answer: District 300 will use current staff to assist with the implementation process.**

**Question: Can you confirm the District's timeline to make a vendor decision is August 25th, 2020? Is that deadline flexible? When is the soonest the District would make a vendor decision?**

**Answer: District 300 confirms the decision deadline is August 25, 2020. This deadline is not flexible. The vendor recommendation will be brought before the Board of Education at the regularly scheduled meeting on August 25, 2020. Human Resources may make a vendor decision prior to August 25, 2020, but it must go to the Board of Education for approval.**

**Please acknowledge receipt of this addendum in a letter of acknowledgement and included with your sealed bid.**

**This Addendum along with attachments is to be considered part of the original bid documents.**

Please confirm receipt of this email by a telephone call, email, or fax.
Phone Number – 847-551-8460.
E-mail- bids.purchasing@d300.org

Fax Number – 847-551-8463
If you have any questions, please feel free to contact me at the phone number listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

EMPLOYER BENEFIT SOLUTIONS FOR EDUCATION

PROPOSAL FOR

# Community Unit School District #300



**Kaitlin Economon**
*Account Development Coordinator*

Illinois Branch Office
333 Salem Place Suite 130
Fairview Heights, IL 62208

**Office: 855-822-9168 | Cell: 314-703-8208**
**kaitlin.economon@americanfidelity.com**

americanfidelity.com/illinois

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a different opinion

SB-32743-0919

PROPOSAL FOR

# Community Unit School District #300

I enjoyed meeting your team and discussing how we can work together to enhance your benefits program. As we discussed, our goal is to shift the focus from providing benefit plan information to motivating employees to make decisions about how to best utilize their benefits in a way that is economical to both their plan sponsor and the employees' families.



Many districts are in search of a better way to manage their enrollment without adding costs to their bottom line. Our model helps streamline enrollments and improve efficiencies, while providing individual support and education.

## A Single Benefits System

- Central location to store your core and voluntary benefits information.
- Year-round functionality eliminates paper enrollment forms.
- EDI file feeds including new hire and qualifying event changes are sent to carriers directly.
- Available at no additional charge in exchange for offering voluntary benefits.

## Customized Communication Strategy

Along with technology, we'll deliver a customized communication strategy for your organization. Through group meetings and individual education sessions, supported by our extensive collection of educational material, we help employees understand their options and enroll in the benefits that make the most sense for them and their families.

See a Sample Enrollment Site

## Solutions for Community Unit School District 300

I am confident that our approach to providing benefits and services will enhance your program.

- Comprehensive, customized benefits solution.
- Complete web-based enrollment, communication, and administration platform, including EDI feeds.
- Employee education and one-on-one benefit reviews prior to enrollment.
- Year-round service from a dedicated salaried account manager.

Thank you for considering American Fidelity Assurance Company. I look forward to speaking to you further about this opportunity.



**Kaitlin Economon**

*Account Development Coordinator*

American Fidelity | Illinois Branch Office

P: 800.654.8489, ext. 2432 | americanfidelity.com/illinois

# Firm Experience & Capabilities

- School District Clients
- Experience
- Samples of Work

# Firm Experience & Capabilities

## School District Clients

American Fidelity serves more than 4,400 school districts nationwide, including 240 districts in the state of Illinois. Due to company policy, we are not able to disclose a full list of these clients.

See How We Are Helping Educators in St. Louis

**4,400+**
School Districts Served Today

**140+**
Education Association Relationships

**60**
Years Working in Education

## Experience

American Fidelity has 60 years of experience providing top-notch benefits administration for the education community. We offer benefits strategies to empower employers like you to make benefits decisions that help both your organization and your employees. Our goal is act as an extension of your human resources department by providing employee education, enrollment, year-round administration, and compliance support.

## Serving Your Region

Both **Champaign Comm USD #4** and **Evansville Vanderburgh School Corp** are similar in size to yours and have gained efficiencies by utilizing our online platform.

## Associaton Partnerships

We proudly partner with more than 140 state and national education associations, and are an endorsed provider for the top business/administative associations for districts, the Association of School Business Officials (ASBO), and the top national association for school employees, the National Education Association (NEA).

Our local association partnerships include IASBO, IASA, IASPA, and LUDA.

> Since 2006, American Fidelity has provided personalized service through annual employee benefit reviews and FSA and HRA administration. Our partner is always a quick phone call away, and I consider Kaitlin and her team to be part of our 'unofficial' HR department.
>
> *Jan Bush, Business Manager*
> *Murphysboro CUSD #186, IL*

02

# Project Approach



- Methodology
- Staffing Resumes
- Project Scheduling
- Implementation
- Personnel Training

# Methodology

American Fidelity wants to partner with your District to create a holistic benefits strategy that will help increase participation, retain employees, and save money. We also want to help take the burden off your administration by helping you create a comprehensive benefits plan, educating your employees, answering benefits questions, and executing your annual enrollment.

## Objectives:

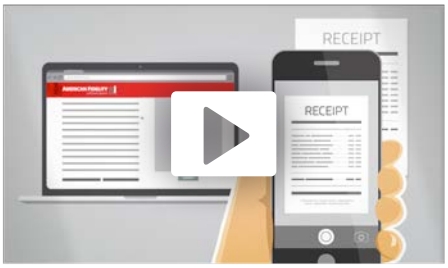
- Provide the District with a full benefits enrollment platform to enroll your employees in all their benefits, including medical, vision, and dental.
- Help you develop and execute a benefits education plan that ensure your employees are prepared for their enrollment.
- Provide local support throughout the plan year through our local account management team.

### Employee Education

As your partner, we will help you implement valuable, consistent benefits education that allows each of your employees to learn about their benefit options through channels they prefer. We believe that when employees are properly educated, they will better appreciate and understand the benefits you offer, leading to higher satisfaction and retention. Our education strategy includes the following resources that can be customized to meet your needs:




**Pre-Enrollment Materials** – We can provide email blasts, posters, flyers, postcards, and benefits booklets to ensure your employees understand their benefits and know when it's time to enroll.

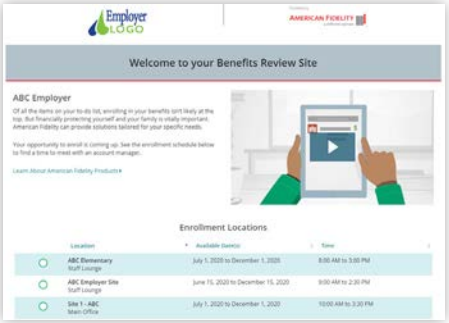



**Educational Videos** – We have an expansive video library that includes enrollment preparation tips, product information, testimonials, and self-service support options.

Visit our video library here.

**Benefits Websites** – We can work with you to create a custom benefits website with up-to-date plan information and an enrollment appointment scheduler.

View a sample at https://americanfidelity.com/pages/district-300/




**One-on-One Benefit Reviews** – Employees can meet individually with one of our experienced account managers to receive customized guided enrollment education; get their questions answered; and help ensure they select the benefit that best meet their needs.

**Group Meetings** – We educate your employees on their benefit options in a group setting to prepare them for their annual enrollment.

## Enrollment Support

You and your employees will have access to AFenroll®, American Fidelity's online enrollment platform that can assist with your entire enrollment.

We'll provide you with a customized online benefits enrollment system with year-round features and maintenance. This includes:

- Full benefits and system enrollment monitoring
- Setup for mutually agreed upon plan functionality
- Data and census analysis, pre-load, and setup
- Testing and carrier review
- Multiple product categories, plan options, and coverage levels
- Administrative tools (reports, enrollment monitoring, etc.)
- Post-enrollment data transfer to employer




## Customer Service and Support

We work hard to exceed your expectations by providing excellent customer service and claims processing for your employees, and efficient plan administration tools and support for your Human Resources department. By partnering with American Fidelity, you and your employees will have a direct line of communication with our local account managers as well as our customer service department.

**Billing Support** – Our employer online portal includes a section dedicated to helping you efficiently manage and reconcile your American Fidelity bill. The system allows your payroll team to reconcile bills entirely online and choose the payment method. This helps to eliminate paper bills and drastically cuts the time it normally takes to reconcile.

**Claims Processing** – We make it simple for your employees to file a claim in their time of need with multiple options for submitting a claim, and quick and efficient claims processing. All claims are paid in an average of five business days. For a complete video on our claims process, click here.

**Customer Support** – We understand there will be times when your employees need to speak to someone about their benefits. You will have a local account manager available to answer employee questions directly. In addition, we have a dedicated team of customer service specialists, and participants have 24/7 access to our toll-free automated phone system to check their reimbursement account balances.

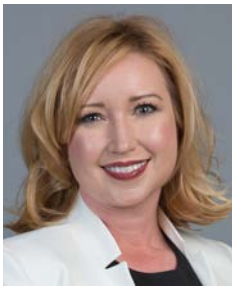


## Mary Hatfield

Executive Account Manager
mary.hatfield@americanfidelity.com

Mary Hatfield is entering her fifth year with American Fidelity, working exclusively with the education market to provide solutions for employers — including employee benefit education, enrollment and benefits administration, Section 125 compliance education, High Deductible Health Plan implementation, customized supplemental insurance packages, and reimbursement account administration.

Honored by the company nationwide as the 2017 "Rookie of the Year", Mary works hard to deliver excellent customer service to the districts she works with, as well as each employee. She is the account manager for several of our largest districts in Illinois. She also leads a team of four account managers, ensuring the highest standard of customer service, account development and retention. Mary holds a Bachelor of Science degree from the University of Illinois at Urbana Champaign.

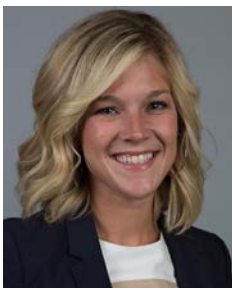


## Whitney Dyson

State Manager
whitney.dyson@americanfidelity.com

Whitney Dyson serves as Illinois State Manager for American Fidelity. She has been with American Fidelity for more than nine years and has over 18 years of experience working in leadership. In her current role, Whitney is responsible for professional development, recruiting, staff development, strategic planning, business management, and market development. She manages a team of 13 salaried account managers that support more than 500 K-12 public school districts.

Whitney supports and contributes to many association organizations such as: Illinois ASBO, ASBO International, Illinois Association of School Administrators, as well as the Illinois Large Unit District Association. She is a B-School Graduate, completed Challenger Training, attended leadership training at The University of Texas at Austin- School of Executive Training, studied Communications and Business at Illinois State University, and is currently pursuing her GBA designation.



## Audra Bussard

Enrollment Coordinator
audra.bussard@americanfidelity.com

Audra Bussard serves as Enrollment Coordinator for American Fidelity. She works exclusively with school districts in Illinois. As an Enrollment Coordinator, her main goal is to facilitate implementation and onboarding processes — including developing, maintaining, and strengthening customer relationships by providing superb customer service and supporting administrative aspects of assigned accounts. Audra has worked with more than 300 school districts throughout the state in her time at American Fidelity.

Prior to working at American Fidelity, Audra was a Human Resource Manager for a Human Resource company that outsourced HR services to school districts in Illinois. This experience in addition to her time with American Fidelity, has made her well versed in benefits and HR administration in the K-12 world. She received a Bachelor's degree in Biology/Chemistry from Southern Illinois University Edwardsville.



## Tammy Hinkle-Davis

Illinois Branch Administrator/Secretary
tammy.hinkle@americanfidelity.com

Tammy Hinkle-Davis has served as the Illinois Branch Administrator/Secretary with American Fidelity for more than eight years. In her role, Tammy supports the efforts of our account managers, management, our outside professional business association groups, and over 200 school districts we service throughout the state of Illinois.

Tammy's responsibilities require her to handle many details, tasks, and projects at once. Therefore, being able to multitask; effectively, efficiently, and accurately deems essential in this position, just as providing exceptional and extraordinary customer service does to every customer and co-worker she encounters.

Tammy earned a Bachelor of Science degree in Business Management from Fontbonne University in St. Louis, MO.

# Implementation

Implementing your benefits program is one of the most important steps in ensuring a smooth and successful enrollment. We work with you to develop a strategy centered around the needs of your organization and your employees.

## *Here's how we can help:*

### Planning Meeting

Our highly-trained account managers will meet with your staff prior to your plan year enrollment to develop an implementation plan based on your needs.

Your District will be assigned an Enrollment Analyst (responsible for configuring AFenroll® to reflect the school's specific needs), Enrollment Coordinator (responsible for training staff members and ongoing customer service) and a Data Analyst (responsible for the accurate return of payroll data and carrier data) to provide the necessary support throughout the implementation process.

### Implementation

We'll schedule an implementation call to go through a benefit inventory where we learn about your benefits, carriers, and eligibility rules. We'll also:

- Help you develop a communication plan designed for your District.
- Discuss the data that we will need to conduct the enrollment.
- Contact your carriers to work through the details of their return data requirements.

### Pre-Enrollment

We'll distribute pre-enrollment materials, host group meetings for your employees, and provide your employees with an online appointment scheduler to help them easily sign up for an enrollment session.

### Open Enrollment

Our account managers will provide in-person enrollments with employees to discuss benefit options and help them enroll (if necessary, we can also provide one-on-one enrollments virtually). Employees will sign the annual election form.

### Post-Enrollment

We'll conduct a post-enrollment review immediately following the enrollment to get feedback from you staff on the positive and negatives of the process. We'll also train your staff for American Fidelity's online billing and administration system.

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# Enrollment Timeline

## CUSD 300

10/15/2020 - 11/15/2020

| COMPLETED | TASK DESCRIPTION | ASSIGNED TO | DUE DATE |
|---|---|---|---|
| | Planning Meeting | AF and CUSD 300 | 8/27/2020 |
| | Send Completed Benefit Blueprint to AF | CUSD 300 | 9/3/2020 |
| | Send Employee Data to AF (Census/Benefit File) | CUSD 300 | 9/4/2020 |
| | Send Additional Benefit Info to AF (Copays/Core Plans) | CUSD 300 | 9/4/2020 |
| | Send Payroll Deduction Codes and Payroll Spec to AF | CUSD 300 | 9/4/2020 |
| | Implementation Call | AF and CUSD 300 | 9/8/2020 |
| | Carrier Calls | AF and CUSD 300 | 9/11/2020 |
| | Principal/Supervisor Meeting | American Fidelity | 9/25/2020 |
| | IEA Presentation (if needed) | American Fidelity | 9/30/2020 |
| | Approve Enrollment Schedule | AF and CUSD 300 | 9/30/2020 |
| | Approve Enrollment Communication | AF and CUSD 300 | 9/30/2020 |
| | Initial Communication Sent to CUSD 300 Staff | CUSD 300 | 10/1/2020 |
| | Group Benefit Overview Meetings by Building | American Fidelity | 10/1 -11/5 |
| | Approve Online Enrollment Platform (AF Enroll) | AF and CUSD 300 | 10/9/2020 |
| | Time to Enroll Communication Sent to CUSD 300 Staff | CUSD 300 | 10/12/2020 |
| | Enrollment | American Fidelity | 10/15-11/15 |
| | Enrollment Progress Sent to CUSD 300 Admin | American Fidelity | 10/31/2020 |
| | Send Completed Life Event Workbook to AF | CUSD 300 | 10/31/2020 |
| | Last Chance to Enroll Communications Sent to CUSD 300 Staff | CUSD 300 | 11/9/2020 |
| | Make-Up Enrollment Days | American Fidelity | 11/11 -11/15 |
| | Provide Post-Enrollment Reports | American Fidelity | 11/27/2020 |
| | Post-Enrollment Meeting | AF and CUSD 300 | 11/30/2020 |
| | | | |
| | | | |
| | **This is a sample timeline, dates are subject to change | | |

# Strategic Partnership

American Fidelity's account managers offer our customers ***a different opinion***. We hire experienced professionals that are salaried employees, not brokers or commissioned sales people. Our account managers are trained to be your strategic partner in helping you achieve your benefits goals.



## Selective Hiring

We seek professionals with a pattern of success, demonstrated by career growth and leadership skills. Each candidate has at minimum a one-month interview process which includes several formal interviews and shadowing, and because we value your organization's security and safety, all our account managers undergo an extensive background check.

**8 Years**
Average tenure for sales colleagues

**500+**
Total sales colleagues in the U.S.

**100+**
Hours of training for new sales colleagues

## Highly Trained

Our account managers are required to attend training year-round to help ensure they are up-to-date on benefits management trends. New account managers are required to attend over 100 hours of training, both in person and online, and must pass multiple exams within the first six months.

**Annually, all our account managers are trained on:**

- Industry benefit trends
- Compliance requirements
- Section 125 Plan regulations
- Reimbursement account regulations
- Patient Protection and Affordable Care Act (ACA)
- Data security
- Fraud detection
- HIPAA regulations

## Dedicated to You Year-Round

Our account managers are available year-round to support you and your employees and help you make the most of your benefits. For employers, we help create a benefits strategy to accomplish your goals, whether that means moving to a High Deductible Health Plan, reducing costs, or implementing a new benefit. For employees, we offer one-on-one benefit reviews to help ensure they are choosing the right benefits for their individual needs, specifically focusing on benefits that complement your medical plan.

# Economic Impact - Pricing and Proposal Questionnaire



- Response Form A
- Response Form B

| | Response Form A - Scope of Service Questionnaire | Firm Response and Comments |
|---|---|---|
| 1) | Provide background information about your company. | |
| | a. History | American Fidelity Assurance Company was established in 1960 and has been providing voluntary benefits and employer administative services for the education community for 60 years. We offer benefits strategies that empower districts like yours to make benefits decisions to help your organization and your employees. Our goal is to act as an extension of your human resources department by providing employee education, enrollment, year-round administration, and compliance support. |
| | b. What percent of your business is in the education sector? | American Fidelity has a division solely dedicated to education community, meaning you will be served by an account team that is truly embedded within your industry's trends and benefit needs. Overall, the education sector makes up about 80% of our business. |
| | c. Organizational mission, brand, and market differentiators | American Fidelity's mission is to provide financial security and benefit solutions to meet the specific needs of employers and employees in our select market segments.<br><br>We accomplish our mission by providing your employees with a personal approach focused on providing each of your employees with the proper education to help them understand the full scope of the benefits being offered and how they can be used to supplement their core benefits. |
| 2) | Identify the number of IL public schools your company currently provides Section 125 administration services and employee benefit education and enrollment support. | We currently serve 240 public school districts in Illinois. |
| 3) | Please summarize in 250 words or less why your company is the best candidate and the principal reasons your company should be selected over your competitors | American Fidelity is committed to providing your District with more than just a benefits package. We want to help you implement valuable, consistent benefit education to ensure your employees understand their benefit options and how each option fits into their overall benefits package. We do this by utilizing salaried account managers who provide a one-on-one guided enrollment experience for each eligible employee to answer questions and provide comprehensive benefits education. Additionally, we provide educational videos, a benefits website, emails, and customized print materials to ensure each employee can learn about their benefit options through the channels they prefer.<br><br>We believe that with a true benefits education strategy, your employees will be more prepared to make benefits decisions, leading to higher overall participation in your benefits plan. |
| 4) | Does your firm offer an Online Enrollment System? If so, please describe this system and how it is used in the enrollment process. Include the following information. | AFenroll® is American Fidelity's complete web-based enrollment, communication, and administration platform that can assist with your entire benefit enrollment process. With ease of administration and one central location for you and your carriers, AFenroll® is your enrollment solution.<br><br>We'll provide you with a customized online benefits enrollment system with year-round features and maintenance. This includes:<br>• Full benefits and system enrollment monitoring<br>• Setup for mutually agreed upon plan functionality<br>• Data and census analysis, pre-load, and setup<br>• Testing and carrier review<br>• Multiple product categories, plan options, and coverage levels<br>• Administrative tools (reports, enrollment monitoring, etc.)<br>• Post-enrollment data transfer to employer |
| | i. When was the system implemented? | We began using our current enrollment system in 2011. |
| | ii. Who has access to the information? | Access is granted to administrators and HR team members via a secure login to our system. |
| | iii. How is the information accessed? | Information is accessed through administrative login into our secure webbased system. |
| | iv. Describe information and functions available via the system. | Employer Features:<br>• Electronic payroll deduction upload<br>• New Hire enrollments<br>• View employee enrollment status<br>• Employee benefit participation reports<br>• Administrative changes, including terminations, leaves of absence, retirements and more<br>• View employee coverage at any time<br>• Electronic, historic record of employee data<br>• View employee beneficiary information at any time<br>• Customize your enrollment with company colors, logo, and photos<br><br>Employee Features:<br>• Accessible from any desktop browser<br>• Customized enrollment based on demographic information and hire date<br>• Enroll in all available benefits<br>• View benefit confirmation statements<br>• View benefit materials, brochures, and summary plan descriptions<br>• Educational benefit videos<br>• Enrollment preparation videos<br>• Benefit calculators and Section 125 worksheets |
| 5) | Define the number of plan customers using your Online Enrollment System, including (Illinois) school districts? | Approximately 7,200 clients currently use AFenroll, including 240 school districts throughout Illinois. We provide full benefit enrollments, including EDI data feeds to carriers, for 187 clients and eight clients in Illinois. |
| 6) | Provide a sample project timeline that outlines the implementation process. | A sample implementation timeline is included in Section 2 of this response. |

| | | |
|---|---|---|
| 7) | What security standards do you implement to ensure participant privacy? | As an insurance company, American Fidelity is held to a high standard by Federal Government Regulations and other entities to protect the personal information of our clients. We have measures in place to continually meet these standards. These include:<br>All American Fidelity colleagues are required to take a HIPAA class and have adopted work practices that emphasize confidentiality and security.<br>American Fidelity provides a licensed attorney and certified PHR (Professional Human Resources) manager who ensure HIPAA compliance.<br>Additionally, customer information is shredded and kept in locked binds. Our file server is backed up and stored offsite in a secured and monitored facility.<br>Please see the Supporting Documents section of this response for our HIPAA Notice of Privacy Practices. |
| 8) | Can the Online Enrollment System be programmed with complex eligibility rules? Is software programming done in-house or by third party? | Yes – AFenroll® can be programmed with complex eligibility rules. All programing is done in-house by a tech assigned specifically to your district. Our team will work with you during implementation to determine your needs and build your enrollment to meet those needs. |
| 9) | Do employees have 24/7 access to login and view benefit choices items? | Yes – Employees have 24/7 access to manage their benefits through our secure online portal. |
| 10) | Is the system capable of exporting enrollment data to plan providers in acceptable electronic formats? | Yes – American Fidelity has more than 18 years of experience providing EDI files to carriers. We have been successful because we take the time and make the effort to continually verify all carrier details and revise data specs to ensure their accuracy. This is done through conference calls with the carriers and through our secure test file process. We work back and forth with the carrier to make sure they are receiving what they expect and can load the file accurately. Once the test phase is complete and the enrollment is conducted, we can quickly provide the carrier files with the confidence that they are produced accurately. |
| 11) | Is the system capable of generating employee deduction files for upload to the district's payroll program? | Yes – We can provide a file of plan year enrollments directly into the District's payroll system. |
| 12) | Is the system used to educate employees on the benefits offered? If so, please describe. | Yes – AFenroll® can be customized to incorporate benefit materials, brochures, educational videos, and summary plan descriptions to assist employees during the enrollment experience. Employees may also utilize the custom benefits website for quick web access to educational material for each of the benefit options. |
| 13) | Are there any fees to the district associated with the Online Benefit System? | We are offering our online enrollment platform and payroll integration at no additional charge to Community Unit School District # 300 in exchange for:<br>•Access to offer our portfolio of voluntary benefits to District employees through payroll deduction; and<br>•Access to school sites for group and individual enrollment meetings. |
| 14) | Please provide the details on the Account Management staff, including key personnel whom would have primary responsibility of supporting the District. As well as who will be enrolling the employees. | Your District will be served year-round by a team of our salaried account managers that live and work in Illinois. This team includes Mary Hatfield, Audra Busssard, Whitney Dyson, and Tammy Hinkle.<br><br>We will provide additional account managers as needed during the open enrollment process. |
| 15) | Please describe the training provided to your field staff. | Our account managers are required to attend training year-round to help ensure they are up-to-date on benefits management trends. New account managers are required to attend over 100 hours of training, complete 11 online courses, and must pass multiple exams within the first six months.<br>Annually, all our account managers are trained on:<br>•Industry benefit trends<br>•Compliance requirements<br>•Section 125 Plan regulations<br>•Reimbursement account regulations<br>•Patient Protection and Affordable Care Act (ACA)<br>•Data security<br>•Fraud detection<br>•HIPAA regulations |
| 16) | Describe your Section 125 Administration. | American Fidelity is one of the leading Section 125 Plan providers nationwide with nearly 40 years of experience providing these Plans to school districts like yours. When you choose American Fidelity as your Plan provider, we will help you properly implement and maintain your Section 125 Plan. This includes helping you establish your Plan Document. Our business model is convenient, IRS compliant, and will help to relieve your organization of the administrative burden. **We provide our Section 125 services at no additional cost.** |
| | a. Who is responsible for the employer risk? If the account is negative at the end of the plan year when the account is reconciled (i.e., employee leaves plan with negative unreimbursed medical balance), who is responsible? | Because of the potential loss to the employer, American Fidelity provides insurance to cover the Health FSA risk. The risk policy "insures" the employer's uniform coverage risk for the Health FSA, up to $2,750 per participant for shortages in the account due to termination of employment. American Fidelity will provide this risk protection to the District at no additional cost. |
| | b. Through which methods can employees submit claims for reimbursement? | We offer several convenient ways for employees to submit claims for reimbursement:<br>Benefits Debit Card - Allows employees to pay for eligible medical expenses directly from their accounts. Our system is tied to an inventory information approval system (IIAS) allowing us to verify that a transaction is valid at the point-of-sale for most retail locations without further documentation.<br>Mobile App – Employees can file a claim by snapping a photo of the expense receipt and submit using a smartphone.<br>Online – Employees can file a claim and upload their expense receipts through our Online Service Center.<br>Mail & Fax – Employees can file a claim manually by mail or fax. Printable claim forms are available on our website. |

| | | |
|---|---|---|
| 17) | Describe your online service center for employees and the District | Our Employee Online Service Center allows your employees to easily manage their American Fidelity benefits in one place.<br>Employees can:<br>• File a new claim through an online submission form<br>• Check the status of an existing claims<br>• Check reimbursement account balance and track account activity<br>• Update account information<br>• Download and print insurance policies<br>• Set up account notifications and view statements<br><br>Our Employer Online Service Center is a secure portal that allows you to manage your entire benefits program and reconcile your bill in one place.<br>Employers can:<br>• Review or terminate employees from their plan<br>• Update organization's contact information<br>• Download sick pay reports<br>• Create and manage employer account logins<br>• Access employee election forms<br>• Upload census data<br>• Download reports |
| 18) | Describe your firm's service model including claims' services. | At American Fidelity, we work hard to exceed your expectations by providing excellent customer service and claims processing for your employees and efficient plan administration tools and support for your human resources department. We are available throughout the year to assist you and your employees with any questions or need, both from our headquarters in Oklahoma City, OK and through our local account managers.<br><br>We make claim submission fast and easy for your employees with options to submit online through our Online Service Center or through our mobile app. We pay claims in an average of five business days from the time a claim is received |
| 19) | Describe the process for completing annual employee election form requirements. | During enrollment, all elections are captured electronically and documented on the employee's Section 125 election form, which are printed and provided to the employee. At the end of the enrollment, American Fidelity provides the employer with access to these forms, as well as the opportunity for American Fidelity to automatically upload employee elections to your payroll system. This eliminates the need for your administrative staff to key in all changes manually. |
| 20) | Describe your process for onboarding new employees. | As previously discussed, we can meet in person or virtually with all new hires on set dates twice a month or when district requests. During this time, we can fully complete the onboarding process and collect all necessary forms and items on behalf of your HR department. All benefit elections can be processed through AFenroll®, making enrollment notifications to carriers and billing updates seamless. |
| 21) | What measurements does your company have in place to ensure all employees are educated equally on the Section 125 options available to them? | We focus on providing a one-on-one, in-person enrollment experience for each employee. This approach allows our account managers to help educate and enroll your employees in all their benefit options. We also provide a variety of pre-enrollment marketing materials, including emails, posters, flyers, postcards, and brochures to ensure your employees understand their benefit options and know when it's time to enroll. |
| 22) | How are employee elections provided back to the District? | Your District will be provided with complete enrollment documentation following the enrollment. This information can be provided by paper and/or we can provide an electronic "upload" of election changes directly into your payroll system, eliminating the need for manual data entry. |
| 23) | Describe post-enrollment services. | We will coordinate a meeting with your District to review enrollment successes, participation by benefit and service, and improvement opportunities for the following plan year. In addition, we will meet with the payroll administrator to provide one-on-one training for our online billing and administration system and assist with the first billing. Complete tasks include:<br>•Review Payroll Deduction Report<br>•Upload payroll deductions<br>•Walk through the first bill and ongoing support<br>•Training for American Fidelity's Online Service Center<br>•Review year-round support mode |
| 24) | How would your company work with the district to develop a communication campaign? | Your benefits enrollment period is a unique opportunity to engage your employees about your benefit offerings and ensure they are choosing the benefits that meet their needs. If executed properly, your employees will better appreciate and understand the benefits you offer, leading to higher satisfaction and retention.<br><br>American Fidelity will work with you during the planning meetings to develop and execute a communication strategy that removes much of the administrative burden on your organization while also ensuring your employees are educated on their benefit options. |

| | | |
|---|---|---|
| 25) | Describe the process to educate employees on the employee benefits available at open enrollment. Include a description of your print and digital resources, including benefits website | We will work with your District to develop a communication and education strategy that may include the following options:<br><br>One-on-One Benefit Reviews - Employees can meet individually with one of ou experienced account managers to receive customized guided enrollment education; get their questions answered; and help ensure they select the benefit that best meet their needs.<br><br>Group Meetings - We educate your employees on their benefit options in a group setting to prepare them for their annual enrollment.<br><br>Pre-Enrollment Materials - We can provide emails, posters, flyers, postcards, and brochures to ensure your employees understand their benefits and know when it's time to enroll.<br><br>Educational Videos -We have an expansive video library that includes enrollment preparation tips, product information, testimonials, and self-service support options.<br><br>Benefits Website - We can work with you to create a custom benefits website with up-to-date plan information and an enrollment appointment scheduler. |
| 26) | How are employees able to access in-person resources to assist with the enrollmen process? | Your employees can sign up to attend one-on-one benefit reviews and group meetings with one of our account managers in-person during the enrollment process. |
| | **Other Services:** | |
| 27) | Describe the benefits compliance resources your company can offer to the district and its employees. | American Fidelity recognizes that staying on top of changes in the law is imperative for a successful benefits program. We have an entire compliance team dedicated to monitoring and educating our customers through lunch-and-learns, VIP email notifications, newsletters, our Benefits Blog, and personal benefit reviews with our account managers. These resources help give employers a head start with trying to understand new rules. We have in-house benefit attorneys and compliance experts who continually monitor both state and federal requirements. We want to be your partner and primary resource for managing the challenges and changes resulting from the ACA. We understand the requirements and how those responsibilities can impact employers and employees. We provide a variety of services to educate employers on the developing law, assist with implementation and ongoing compliance, and communicate plan changes to employees. |
| 28) | Does your company have other services or technology that could be offered? | • We offer our mobile app, AFmobile®, for submitting and managing claims for our voluntary benefits and reimbursement accounts (FSA, HSA, and HRA).<br>• Our online enrollment platform can assist with your entire enrollment.<br>• We offer a GoToMeeting enrollment option that allows your employees to meet face-to-face with one of our account managers from anywhere. |
| 29) | Please describe any additional services or support that would be available to the District. | American Fidelity can provide the following additional services to the District:<br>•Section 125 Compliance<br>•Administration of Flexible Spending Accounts (FSAs) and Health Savings Accounts (HSAs)<br>•Dependent Verification Reviews<br>•Group Dental and Vision Insurance<br>•Retirement Readiness Seminars<br>•ACA Compliance Support |
| 30) | What are the hours of operation for the live customer service office? | Our experienced customer care team and department specialists are available Monday through Friday, 7:00 am-7:00 pm CST. Customers may contact us via email using our contact form at americanfidelity.com or through phone. We also have voicemail capabilities. |
| 31) | Does your customer service staff support other languages? What policies and procedures are in place to accommodate these needs? | American Fidelity employs both English and Spanish speaking customer service representatives to assist with customer questions. |

| | **Technology Questionnaire** | |
|---|---|---|
| 1 | What sets your product apart from the others? | We believe that our focus on the education market and our individualized guided enrollment experience set us apart from the competition.<br><br>According to a survey we conducted of more than 12,000 education employees, more than 90% responded that they favored our one-on-one approach as opposed to only 7% that preferred to self-educate and enroll on their own. |
| 2 | Does you firm accept terms of deferred billing? | There are no costs associated with our enrollment platform. |
| 3 | Does the product support SSO Implementation? | Yes |
| 4 | Is SSO implementation available via SAML? | Yes |
| 5 | Is SSO implementation included in base cost? | There are no costs associated with our enrollment platform. |
| 6 | What type of support is provided and what hours is it available (CST)? | Technical support for our enrollment system is available 24/7. |
| 7 | Is technical support 24/7 available? | Yes |
| 8 | Is technical support 24/7 included in base price? | There are no costs associated with our enrollment platform. |
| 9 | Do you partner with a hosting provider (ex: AWS) and does you have data center redundancy? | Our site is hosted on premise with data center redundancy in two geographically separate locations. |
| 10 | List the products uptime over last 6 months: | 99% +/- |
| 11 | List the products uptime over last 12 months: | 99% +/- |
| 12 | List the products uptime over last 24 months: | 99% +/- |
| 13 | Does the products license include continuous updates to the software? | Contractually, there are two maintenance windows a week for software/hardware updates – Wednesday evening through Thursday morning (8:00 p.m. – 12:00 a.m. CST) and Sunday evening through Monday morning (8:00 p.m. – 12:00 a.m. EST). Notification is sent out if there is emergency maintenance required outside of the maintenance window. |

| | | |
|---|---|---|
| 14 | Does the product integrate with Google? | AFenroll® is web-based and is supported on the most used versions of any web browser, including Google Chrome. |
| 15 | Is there a Chromebook app? | AFenroll® is web-based and can be accessed from a Chromebook. |
| 16 | Does the product run in the Chrome web browser (Chromebooks)? | Yes – AFenroll® can be access from the Chrome web browser. |
| 17 | How is the content delivered on a Chromebook (web/app/other)? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 18 | If the content is delivered through the web, how is it delivered (HTML5/Flash)? | HTML5 |
| 19 | If there is flash-based content, when will it be converted to HTML5? | N/A |
| 20 | Is Chromebook Kiosk mode supported? | Yes |
| 21 | Is an ebook/etext included? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 22 | Is the ebook/etext available offline? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 23 | Is there a client/app needed for teachers? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 24 | Is the product for teachers compatible on Windows devices? | Yes |
| 25 | Is the product supported on Windows 10? | Yes |
| 26 | Is the client/app for teachers deployable to Windows machines via MSI? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 27 | Does the client/app for teachers require custom configurations based on user? | N/A |
| 28 | Is an ebook/etext included? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 29 | Is the ebook/etext available offline? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 30 | Is there a client/app needed for teachers? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 31 | Is the product for teachers compatible on Windows devices? | Yes |
| 32 | Is the product supported on Windows 10? | Yes |
| 33 | Is the client/app for teachers deployable to Windows machines via MSI? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 34 | Does the client/app for teachers require custom configurations based on user? | N/A |

# RFP RESPONSE FORM – PART B

## RFP – Open Enrollment Services

**RFP response form Part A and B must be completed and included in your response along with all other required documents and additional documentation.**

**Include your fee schedule for proposal in Section 3, along with Response form A and B.**

**Vendor has received: Addendum #1 Yes __X__ No _____**
**Addendum #2 Yes __X__ No_____**

***COMMENTS AND ADDITIONAL INFORMATION***

_____

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken are included on Attachments I & II of this bid package if applicable.

American Fidelity Assurance Company
Name of Company/Corporation

90 DAYS
Length of time bid is firm

9000 Cameron Parkway
Street Address

Bid Submitted by:

Oklahoma City, OK 73114
City, State, Zip Code

Authorized Signature

800-654-8489
Telephone Number

Jason Pledger
Please Type or Print Name

n/a
Fax Number

42500-21
Illinois License Number

Email address - proposal@americanfidelity.com

*****Electronic Proposals are due by 3:00PM CT, Thursday, July 9, 2020 *****

PROPOSED SERVICE FEES FOR

# Community Unit School District #300

| VALUE ADDED PLAN SERVICES | Your Cost |
|---|---|
| **Section 125 Services*** | |
| Section 125 Sample Plan Document, Implementation and Annual Review | $0.00 |
| Annual Non-Discrimination Testing Worksheets | $0.00 |
| Employee Election Form/Salary Reduction Agreement Assistance | $0.00 |
| **Flexible Spending Account Administrative Services*** | |
| Healthcare Flexible Spending Account (HCFSA) Administration | $0.00 |
| Dependent Care Account Administration | $0.00 |
| HCFSA Benefits Debit Card and Dependent Card(s) | $0.00 |
| Upfront HCFSA Funding Assistance | $0.00 |
| Insured HCFSA Risk Premium<br>up to $2,750 | $0.00 |
| **Health Savings Account Administrative Services*** | |
| Health Savings Account Administration | $0.00 |
| HSA Benefits Debit Cards and Dependent Card(s) | $0.00 |
| **Enrollment Solutions*** | |
| Full Benefits Online Enrollment Platform | $0.00 |
| Employee Communication & Education | $0.00 |
| New Hire Enrollment & Year-Round Support | $0.00 |
| **Additional Services** | |
| Dependent Verification Reviews | $0.00 |
| Major Medical Plan Waivers | $0.00 |
| | $0.00 |

**American Fidelity Assurance Company is providing these services at no additional charge to the District in exchange for access to offer our voluntary benefits to District employees and access to school sites for group and individual enrollment meetings. Please refer to the Service Exchange Agreement for details.*



# Benefits Live Here. ACA Compliance Should Too.

**Functionality:**
- IRS Compliant Form Generation
- IRS Electronic Form Filing
- Lookback Monitoring
- IRS Form Fulfillment Options
- Automated IRS Code Determinations
- Automated Affordability Calculations

**Service:**
- Full-Service ACA Manager
- Setup/On-boarding Assistance
- IRS Form Generation Assistance

**Convenience:**
- One System , One Solution
- Pricing Structure That Decreases as Your Headcount Increases

## The Selerix 2019 ACA Solution: The Perfect Blend of Service & Technology to Suit Your ACA Needs.

### Core Services

- ☑ Lookback Monitoring
- ☑ IRS Form Generation
- ☑ IRS Electronic Filing

| | |
|---|---|
| First 1,000 FTE: | **$6.00 per full-time employee** (50¢ per FT EE per month x 12 months) **$1,500 minimum annual charge** |
| Next 1,001 – 5,000 FTE: | **$5.00 per full-time employee** (42¢ per FT EE per month x 12 months) |
| Next 5,001+ FTE: | **$4.00 per full-time employee** (33¢ per FT EE per month x 12 months) |

### 1st Year Setup

☑ Implementation Support: 10 Hours

| | |
|---|---|
| Group Size: 1 – 1,000 FTE | **$1,000 one-time fee** |
| 1,001 – 5,000 FTE | **$2,000 one-time fee** |
| 5,001+ FTE | **$3,000 one-time fee** |

### Optional Form Mailing

| | |
|---|---|
| $1.50 | **Per form -** postage included |
| $1.00 | **Per correction form** |

### Pricing Details

- FTE (Full-time employee) is defined as any employee for whom an employer must file a 1095-C form - as defined by the ACA mandate.
- 1st year implementation support in excess of 10 hours will be billed separately.
- Electronic filing fees:
  1st EIN: Included at no charge
  2nd -5th EINs: $500 per EIN
  Over 5 EINs: $100 per EIN
- Support in excess of 20 hours annually will be billed separately.

sales@selerix.com

www.selerix.com/acareporting

selerix
benefit solutions simplified

04

# References

- References

# REFERENCES

## LIST BELOW THE LAST FOUR (4) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED ON EDUCATIONAL, LIBRAIRIES, OR OTHER MUNICIPALITIES IN THE LAST (5) YEARS..

**1. ORGANIZATION:**
Northwest R-1

**ADDRESS:**
4290 Gravois Road

**CITY, STATE, and ZIP CODE:**
House Springs, MO 63051

**TELEPHONE NUMBER:**
636-677-3473

**CONTACT PERSON:**
Michelle Adams

**DATE OF SERVICES:**
Since 10/1/2019

**DOLLAR AMOUNT OF THE JOB:**
$0

**2. ORGANIZATION:**
Jacksonville School District #117

**ADDRESS:**
211 West State Street

**CITY, STATE, and ZIP CODE:**
Jacksonville, IL 62650

**TELEPHONE NUMBER:**
217-243-9411

**CONTACT PERSON:**
Tami Stice

**DATE OF SERVICES:**
Since 3/1/2010

**DOLLAR AMOUNT OF THE JOB:**
$0

## REFERENCES (CONT.)

**3. ORGANIZATION:**
Champaign Community USD #4

**ADDRESS:**
502 W Windsor Road

**CITY, STATE, and ZIP CODE:**
Champaign, IL 61820

**TELEPHONE NUMBER**
217-351-3822

**CONTACT PERSON:**
Deedra Miskimins

**DATE OF SERVICES:**
Since 11/1/1995

**DOLLAR AMOUNT OF THE JOB:**
$0

**4. ORGANIZATION:**
Quincy School District 172

**ADDRESS:**
1416 Maine Street

**CITY, STATE, and ZIP CODE:**
Quincy, IL 62301

**TELEPHONE NUMBER**
217-223-8700

**CONTACT PERSON:**
Teresa Kemp

**DATE OF SERVICES:**
Since 10/1/2016

**DOLLAR AMOUNT OF THE JOB:**
$0

**OFFEROR'S NAME:** Jason Pledger

**SIGNATURE:**  **DATE -** 6/30/2020

# Required Forms

- Certificate of Bidder Eligibility
- Certificate of Compliance with Illinois Drug-Free Workplace Act
- Certificate Regarding Sexual Harassment Policy
- Certificate Regarding Equal Employment Opportunity
- Certificate Regarding Employment of Illinois Workers on Public Works
- Non-Collusion Affidavit
- Vendor/Contractor Conflict of Interest
- Criminal Background Investigations
- Vendor Application
- W-9 Form

# CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

American Fidelity Assurance Company, as part of its bid for the Open Enrollment Services work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

# CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

American Fidelity Assurance Company, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

# CERTIFICATE REGARDING
# SEXUAL HARASSMENT POLICY

American Fidelity Assurance Company, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

# CERTIFICATE REGARDING
# EQUAL EMPLOYMENT OPPORTUNITY

American Fidelity Assurance Company, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

## CERTIFICATE REGARDING

## EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

American Fidelity Assurance Company agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then American Fidelity Assurance Company agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm:
American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

_____
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

# NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

American Fidelity Assurance Company, as part of its bid for the Open Enrollment Services work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

**CERTIFICATE REGARDING**
**COMMUNITY UNIT SCHOOL DISTRICT 300**
**VENDOR/CONTRACTOR CONFLICT OF INTEREST**

American Fidelity Assurance Company, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest

Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: American Fidelity Assurance Company

By: _____
(Signature)

Jason Pledger VP, Marketing Operations & Business Development
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

_____
NOTARY PUBLIC

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

## CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

**By:** American Fidelity Assurance Company

Jason Pledger VP, Marketing Operations & Business Development

**Its:** _____

**Dated:** 6/23/2020

JORDAN N. JESTER
Notary Public, State of Oklahoma
Commission # 18007342
My Commission Expires 07-24-2022

SUBSCRIBED and SWORN TO before me

This 23rd day of June, 2020

Jordan N. Jester

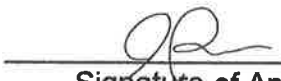
NOTARY PUBLIC

**AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION**

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Algonquin, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Jason Pledger VP, Marketing Operations & Business Development

(Printed or Typed Name of Applicant Employee)



Signature of Applicant or Employee

Dated: June 23, 2020

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

# VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: 7/1/2020

| COMPANY | HOW LONG IN PRESENT BUSINESS? |
|---|---|
| American Fidelity Assurance Company | 60 years |

| ADDRESS | CITY | STATE | ZIP |
|---|---|---|---|
| 9000 Cameron Parkway | | | |

| CONTACT PERSON/REPRESENTATIVE | FAX NUMBER | PHONE AND EXTENSION |
|---|---|---|
| | ( ) | ( ) |

**TYPE OF ORGANIZATION (Check Applicable)**

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: Oklahoma

**YEARS ESTABLISHED:** 60 years

**DO YOU ACCEPT PURCHASE ORDERS?** YES ☐ NO ☑

**DO YOU ACCEPT CREDIT CARDS?** YES ☐ NO ☑

**CATEGORY** (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

**NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.**

(A) PRESIDENT Jeanette Rice

(B) VICE PRESIDENT Keith Johnson

(C) SECRETARY Lisa Knatvold

(D) TREASURER Lucy Fritts

(E) OWNERS, PARTNERS, OR STOCKHOLDERS Bill Cameron

**TAXPAYER'S I.D. NO.**

FEIN 73-0714500

or

S.S. No. _____

**INSURANCE INFORMATION (Check Applicable)**

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

**BONDING INFORMATION** (Check each area in which you have been bonded and the latest date of bonding)

Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

**PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:**

| NAME | OFFICIAL CAPACITY |
|---|---|
| Jason Pledger | VP of Marketing and Customer Experience |
| | |
| | |
| | |

| Average number of employees (including affiliates) for four preceding calendar quarters. | Average annual sales for preceding three fiscal years: | Floor Space (Square Feet) | |
|---|---|---|---|
| | | Manufacturing | Warehouse |
| 1,800 | $1,000,000,000 | | |

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

## MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

**MINORITY BUSINESS ENTERPRISE ("MBE")** means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

**WOMEN'S BUSINESS ENTERPRISE ("WBE")** means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

**BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")** means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

**MINORITY GROUP MEMBER** is an individual who is one of the following:

**AFRICAN AMERICAN** OR BLACK (persons with origins in any of the Black racial groups of Africa):
**HISPANIC AMERICAN** (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
**NATIVE AMERICAN** (American Indian)
**ASIAN-PACIFIC AMERICAN** (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

N/A

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

| | ORGANIZATION | ADDRESS, STATE, ZIP | BUYER | PHONE NUMBER |
|---|---|---|---|---|
| 1. | Northwest R-1 | 4290 Gravois Rd, House Springs, MO 63051 | Michelle Adams | 636-677-3473 |
| 2. | Jacksonville SD #117 | 211 West State St, Jacksonville, IL 62650 | Tami Stice | 217-243-9411 |
| 3. | Champaign Community ISD #4 | 502 W Windsor Rd, Champaign, IL 61820 | Deedra Miskimins | 217-351-3822 |
| 4. | Quincy SD 172 | 1416 Maine St, Quincy, IL 62301 | Teresa Kemp | 217-223-8700 |

Bank References

| NAME OF BANK | ADDRESS, STATE, ZIP | CONTACT PERSON | PHONE NUMBER |
|---|---|---|---|
| First Fidelity Bank | P.O. Box 32282, Oklahoma City, OK 73123-0482 | Lee Symcox | 405-416-2222 |

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

**SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION**

Jason Pledger, VP of Marketing & Customer Experience

**NAME AND TITLE OF PERSON SIGNING (Please type or print)**

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

**USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY**

| VENDOR I.D. NUMBER | APPROVED BY | DATE | W9 | COMM LIST |
|---|---|---|---|---|
| | | | | |

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

**Give Form to the requester. Do not send to the IRS.**

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
American Fidelity Assurance Company

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) _____

*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.
PO Box 25523

Requester's name and address (optional)

6 City, state, and ZIP code
Oklahoma City, OK 73125-0523

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**
| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | – | | | – | | | | |

**or**

**Employer identification number**
| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 7 | 3 | – | 0 | 7 | 1 | 4 | 5 | 0 | 0 |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person ▶ [signature] Date ▶ 11/12/2020

# General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See* What is backup withholding, *later.*

# Sample Contract

- Sample Contract

AMERICAN FIDELITY
a different opinion

# Service Exchange Agreement

This Service Exchange Agreement is entered into by and between American Fidelity Assurance Company ("American Fidelity") and [INSERT GROUP'S LEGAL NAME HERE] ("Customer"), who in consideration of the mutual agreements and promises contained herein, agree to work together as described in this Service Exchange Agreement. This Service Exchange Agreement shall be effective on the date signed by American Fidelity, and shall continue until terminated or modified by agreement of the parties.

## American Fidelity will provide to Customer the following services (the "Services"):

- [Section 125 Plan Administrative Services]
- [Healthcare Flexible Spending Account Administrative Services]
- [Benefits Debit Card Services for Healthcare FSA Participants]
- [Annual Enrollment (American Fidelity's or Customer's platform)]
- [Year-Round Support from a dedicated Account Manager]

## In exchange for the Services, Customer shall:

***[Products]***

- [Allow American Fidelity to be the primary provider for supplemental insurance products; and]
- [Give American Fidelity the opportunity to offer insurance products to all eligible employees.]

***[Communication]***

- [Permit American Fidelity opportunities to present to employees or employee groups prior to enrollment;]
- [Facilitate one-on-one meetings of employees with American Fidelity to discuss employee benefit options and as applicable, to make their annual Section 125 Plan enrollment elections; and]
- [Provide working space for American Fidelity during enrollment meetings.]

***[Administration]***

- [Provide a complete employee census to American Fidelity each year;]
- [Provide other administrative services to American Fidelity as may be mutually agreed to by the parties; and]
- [Provide payroll deduction for American Fidelity products and services.]

## By agreeing to the Services, Customer acknowledges its understanding of the following:

- The Services described above will be provided to the extent allowed by law;
- American Fidelity does not provide tax or legal advice;
- [American Fidelity reserves the right to change the delivery of Services and cost associated with them, but only with advanced written communication to Customer.]

Intending to be bound, American Fidelity and Customer have caused their duly authorized representatives to execute this Service Exchange Agreement.

| AMERICAN FIDELITY OFFICER | | CUSTOMER | |
|---|---|---|---|
| _____ | _____ | _____ | _____ |
| Signature | Date | Signature | Date |
| _____ | _____ | _____ | _____ |
| Printed Name | Date | Printed Name | Date |

SAMPLE

# Additional Information

- Additional Info



# Products and Services

We believe your benefits package should be customized for your market and your employees' needs. We create solutions for your employees to help maximize their coverage without affecting your bottom line.

## *Reasons to Offer Employee Benefits Through American Fidelity*

- Create a custom benefits plan designed to help manage healthcare costs.
- Offer your employees additional benefits at little or no direct effect to your bottom line.
- Streamline your enrollment process with our highly trained account managers.
- Utilize our robust enrollment platform for your entire benefits enrollment process.

SB-32747-0919

# Section 125 Plan Administration

With nearly 40 years of experience helping organizations like yours with Section 125 Plan administration, American Fidelity is the partner you are looking for. As your Plan provider, we will help you create your Section 125 Plan Document, manage election changes, and assist with reporting — all while helping you maintain compliance year-round.

## *Why Choose American Fidelity for Section 125 Plan Administration*

### Expertise

40 years of experience providing Section 125 Plan administration to organizations like yours.

### Plan Setup

We work with you to capture all the details in your benefits offering and help you implement and maintain your Section 125 Plan, including the Plan Document.

### Compliance

Our in-house employee benefits experts can assist your HR department by helping track plan changes and new regulations.

### Employee Education

Provide year-round education to help your employees understand their benefits, leading to better participation in your Section 125 Plan.

> "American Fidelity is outstanding at talking to us about what we need and how we can customize the services we offer to fit our district, our employees, and the community we serve."
>
> *Kevin Carl, Superintendent, Hancock Place School District, MO*

## Reimbursement Accounts

We offer a variety of tax-advantaged reimbursement accounts that can be included under your Section 125 Plan. These accounts allow money to be set aside on a pre-tax basis to cover eligible expenses for things like medical, dental, vision, and dependent care.

### *Reimbursement Account Options:*



#### Healthcare Flexible Spending Account (HCFSA)

Allows employees to pay for eligible medical expenses, including deductibles, copays, and prescription drugs.

We assist with upfront funding and offer optional protection to cover the risk associated with required upfront reimbursement.



#### Dependent Care Account (DCA)

Reimburses expenses associated with dependent daycare for either a dependent child under the age of 13 or an adult dependent who is incapable of self-care.



#### Health Savings Account (HSA)

Combined with a qualified High Deductible Health Plan, it offers tax savings and investment options to pay for current and future medical expenses.



#### Limited Purpose FSA (LPFSA)

Reimburses employees for eligible dental and vision expenses. Most commonly offered with a Health Savings Account and a qualified High Deductible Health Plan.

# Supplemental Benefits

American Fidelity offers a full suite of supplemental benefits that can help your employees fill the gaps in their individual coverage. Benefits are paid directly to your employees and can be used to pay for whatever health insurance doesn't cover—including lost income, deductibles, copayments, aftercare, everyday living expenses.

***Supplemental Benefit Options:***



## Disability Income Insurance

Provides a percentage of your employees' monthly income if they are unable to work due to a covered illness or injury. Our disability products can be customized to meet the needs of each employee and complement your benefit offerings.



## Life Insurance

Offers term and whole life insurance policies to meet the immediate and long-term life insurance needs of your employees.



## Accident Insurance

May help your employees cover out-of-pocket treatment costs for injuries resulting from unexpected covered accidents. Our accident policy covers more than 25 treatments—including fractures, lacerations, physical therapy, and more.



## Cancer Insurance

Includes individual and group plans with 30 benefits specifically designed to help your employees and their families with the financial aspect of being diagnosed with cancer, allowing them to focus on treatment.



## Critical Illness Insurance

Pays a lump-sum benefit directly to your employees if they're diagnosed with a covered critical illness, such as a heart attack or stroke.

# Additional Employee Benefits

## Researching and Vetting Employee Benefit Vendors Can Be Time Consuming

American Fidelity General Agency, a member of the American Fidelity family, can help lessen this burden by connecting you with trusted partner vendors to provide additional employee benefits. This gives you an opportunity to find competitive rates and allows our account managers to conduct your entire enrollment, providing a seamless process for your employees.

### *Products offered by American Fidelity General Agency through Partner Carriers*

- Individual Worksite Life Insurance
- Group Life Insurance
- Group Accidental Death & Dismemberment Insurance
- Group Vision Insurance
- Group Dental Insurance
- Individual Long-Term Care Insurance
- Hospital and other Medical Indemnity Insurance
- Identity Protection
- Telemedicine

### *Premier Partner Carriers – Available through American Fidelity General Agency*

- Always Care
- Ameritas
- AUL/One America
- Boston Mutual
- Cigna
- Delta Dental (Multi-State)
- Dental Care Plus
- EyeMed
- Guardian Life
- Hartford
- Health Resources Inc.
- Life Secure
- Lincoln Financial
- Mass Mutual
- MetLife
- Mutual of Omaha
- Principal Financial
- Reliance Standard
- Security Life
- The Standard
- Sunlife
- Superior Dental
- Superior Vision
- Texas Life
- Transamerica
- Vision Care Direct
- Vision Service Plan (VSP)
- Voya
- VPI Pet Insurance

# Dependent Verification Reviews

As healthcare costs continue to increase, it is important to ensure that you are only offering medical, dental, and vision plans to those dependents who are eligible to participate according to your plan design. Covering ineligible dependents may mean you are spending money on people you don't intend to cover. Additionally, employees who cover ineligible dependents may be at risk for bearing the total cost of healthcare claims for those dependents.

American Fidelity conducts complimentary Dependent Verification Reviews (DVR) to provide cost savings by eliminating non-qualified dependents and helping to ensure that employers are meeting carrier eligibility requirements.

## Why We Perform In-Person Reviews

Some dependent verification companies offer electronic-only or mail-in reviews, but this can cause delays in validation as well as pose a potential privacy or security risk. We exclusively perform DVRs in-person because they:

- Don't require the transfer of sensitive data, making them more secure.
- Save time by completing the review during annual enrollment.
- Allow us to assist employees with questions and concerns.
- Offer immediate results instead of waiting for processing and mail time.

## Benefits of a Third-Party Provider

While some employers choose to complete the reviews themselves, there are many reasons why using a third party is beneficial:



### Confidentiality

Because of the sensitive nature of these reviews, employees may feel more comfortable speaking honestly with someone they don't work with every day.



### Trained Staff

Our account managers are required to attend data security and HIPAA security training every year.



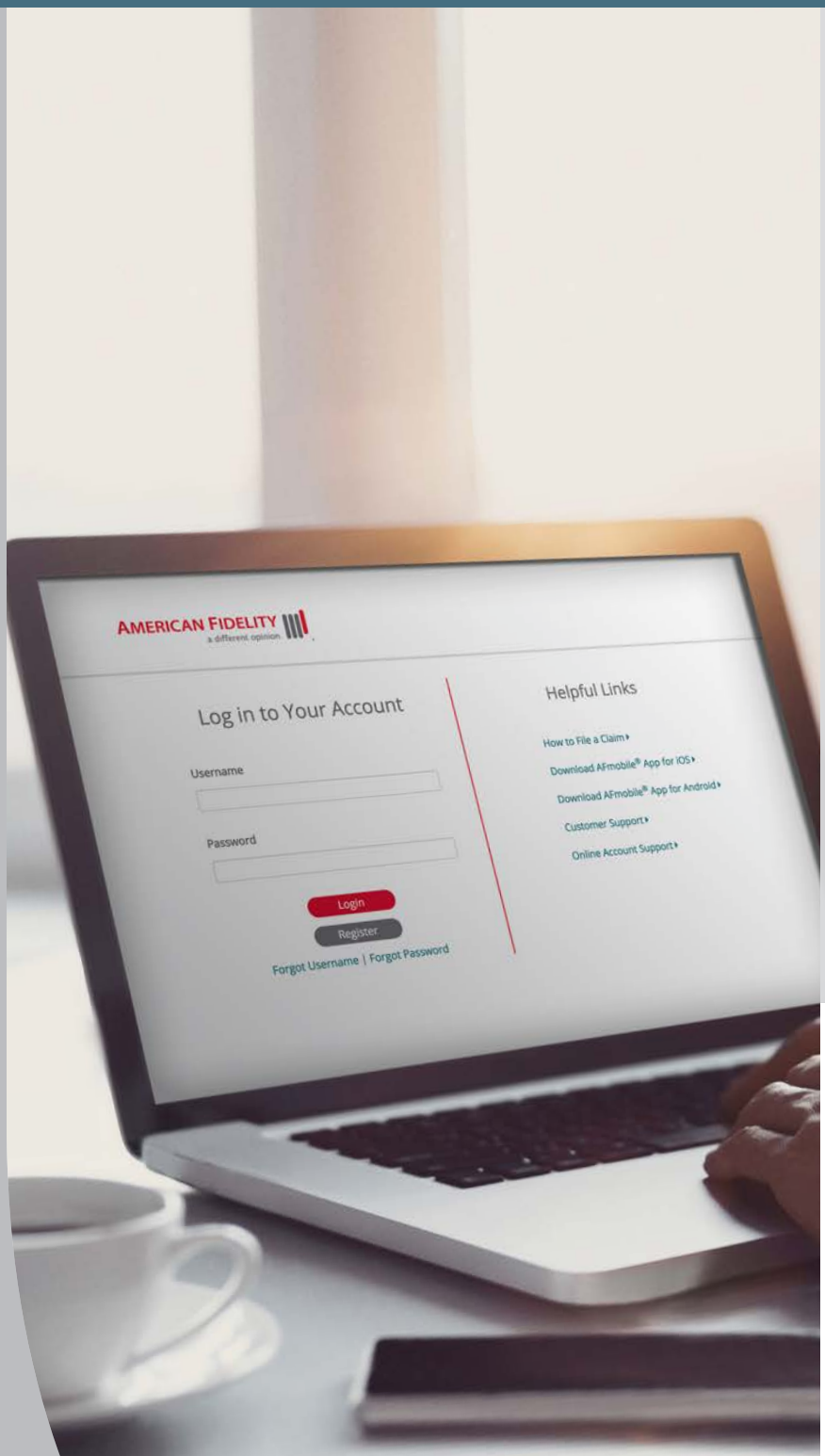
### Immediate Results

Our account managers review your employees' verification documents in person, providing immediate results to you.



### Save Time

DVRs take time, effort, and focus. We can help with the heavy lifting, so all you must worry about is removing ineligible dependents from your plan.




# Resources and Tools

We work hard to exceed your expectations by providing excellent customer service and claims processing for your employees, and efficient plan administration tools and support for your Human Resources department. From our secured website and our convenient mobile app, to our local account managers and dedicated customer service team, American Fidelity is truly a different opinion.

- Employer Administration and Billing
- Policyholder Service and Support
- Hassle-Free Claims
- Data Security

SB-32748-0919

# Employer Administration and Billing

The administration of your benefits program may seem daunting without the proper resources. We have the resources and systems in place to handle all your administrative needs.

## Employer Online Accounts

Our secure online system allows you to manage your entire benefits program and manage your bill in one place. Employers can:

- Review or terminate employees from their plan.
- Update contact information.
- Download sick pay reports.
- Create and manage employer account logins.
- Access employee election forms.
- Upload census data.
- Download reports.

## Billing and Reconciliation

American Fidelity provides multiple ways to meet the billing needs of our customers. Let us help you determine what option is best for you.

- **Hands-Free Bill Reconciliation**
  Provide American Fidelity with a report of your premium deductions and we'll handle the reconciliation for you.
- **Employer Bill Reconciliation**
  American Fidelity provides an itemized bill listing the premium due for each employee's coverage.

## Employer Solutions Blog

We provide resources for employers to gain helpful insights about benefits management each month on our blog. Topics include tips on benefits compliance, reimbursement account management, how to get the most out of supplemental insurance, and more. Every month we email new articles to our Section 125 bookkeeper contacts. Employers can also access the articles anytime at **solutions.americanfidelity.com**.



# Billing Paths to Meet Your Needs

Below are the three recommended billing paths. Start by logging into your American Fidelity online account at [americanfidelity.com/myaccount](americanfidelity.com/myaccount)

## Hands-Free Bill Reconciliation

### Premium Deduction File Upload

**Provide documentation** to American Fidelity outlining the amount you deducted from each employee's pay per coverage type.

## Employer Bill Reconciliation

### Online Bill Reconciliation

**Make changes** to your bill online so the bill reflects the premium deductions made.

### Offline Bill Reconciliation

**Download** your bill in excel from your online account, make changes, and then upload back to your online account.

**Submit** matching payment.

**American Fidelity** compares what was billed to the information received from you.

**American Fidelity** sends discrepancies to **you** and **your account manager**. You work with your dedicated billing specialist and account manager to resolve before the following month's bill.



For detailed instructions on how to reconcile and pay your bills online, visit [americanfidelity.com/billing-tutorials](americanfidelity.com/billing-tutorials).

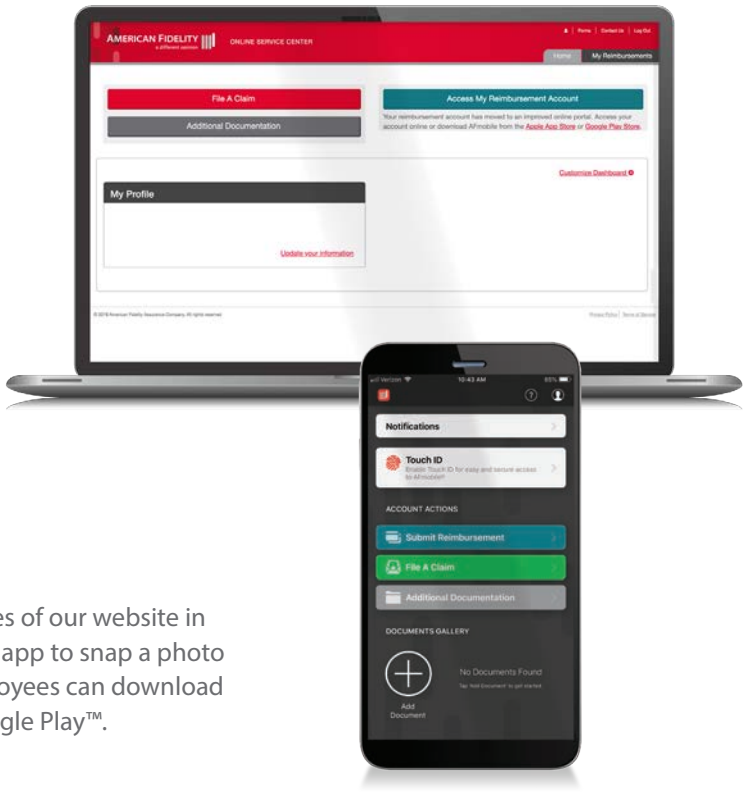
# Policyholder Service and Support

We want to ensure your employees have the resources necessary to effectively utilize their benefits throughout the year. That's why we designed a variety of tools to help your employees file a claim, access account information, and get the support they need.

## americanfidelity.com

Our website allows your employees to easily manage their benefits in one secure place. Employees can:

- File claims online.
- Check the status of an existing claim.
- Check reimbursement account balance and track account activity.
- Update account information.
- Download and print insurance policies.
- Set up account notifications and view statements.




## AFmobile®

Our mobile app gives your employees all the features of our website in the palm of their hand. Employees may also use the app to snap a photo of documentation to conveniently file a claim. Employees can download AFmobile for free from the Apple App Store® or Google Play™.

## Customer Support

There will be times when your employees need to speak to someone about their benefits. You will have a local account manager available to answer employee questions directly. In addition, we have a dedicated team of customer service representatives and participants have 24/7 access to our toll-free automated phone system to check their reimbursement account and annuity balances. Customers can also receive account support and answers to frequently asked questions at **americanfidelity.com/support**.

## AFQuickClaims® - Paid in as little as one day!

When participants submit their annual wellness, diagnostic testing, or health screening claim online or through AFmobile®, they can receive their benefit in as little as one business day when enrolled in direct deposit, without the need to upload documentation.

# Data Security

Your employees' personal information is valuable. We understand you may have security concerns regarding sharing your information with others. That's why we want to tell you about some of the ways we are protecting your data.

***Security measures we take to protect your private information:***

## Network Security

For enhanced security, our data servers are divided into multiple zones. Each zone is protected by security devices. Our network security permits only authorized traffic to access the system from the outside or between zones. Administrative traffic is restricted to authorized Virtual Private Network (VPN) users whose access is controlled via two-factor authentication. In addition to hardware firewalls, our servers are protected by anti-virus software.

## Role-Based User Access

User access to the system is governed by roles, or groupings of permissions that specify which users have access to certain sets of features. Users log in with unique usernames and strong passwords. This means only trained, authorized, and necessary colleagues within American Fidelity have access to your private information.

## Data Encryption

Our platform uses 256-bit encryption and Transport Layer Security (TLS) for all personal information transmitted over the Internet. The system also encrypts all backups before transmission off-site.

## Secure Data Centers

All data is stored and managed on secure systems. Access to systems in these facilities is restricted to a limited number of authorized personnel. Physical access is monitored and controlled by proximity readers and authorized escorts. Security updates are applied on a recurring basis based on level of criticality and applicability.

## Committed to Privacy

We understand that the protection of customer information and private health information is critical. It is our policy to keep any information that is collected secure and confidential. We respect the privacy of our customers and treat all personal information responsibly in accordance with privacy laws and regulations.

03

# Audited Financials



- Audited Financials

# AMERICAN FIDELITY ASSURANCE COMPANY

Statutory Financial Statements and Schedules

December 31, 2019 and 2018

(With Independent Auditors' Report Thereon)

KPMG LLP
210 Park Avenue, Suite 2650
Oklahoma City, OK 73102-5683

# Independent Auditors' Report

The Board of Directors
American Fidelity Assurance Company:

We have audited the accompanying financial statements of American Fidelity Assurance Company (the Company), which comprise the statutory statements of admitted assets, liabilities, and capital and surplus as of December 31, 2019 and 2018, and the related statutory statements of operations, capital and surplus, and cash flow for the years then ended, and the related notes to the statutory financial statements.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

*Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles*

As described in Note 1 to the financial statements, the financial statements are prepared by the Company using statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a basis of accounting other than U.S. generally accepted accounting principles. Accordingly, the financial statements are not intended to be presented in accordance with U.S. generally accepted accounting principles.

The effects on the financial statements of the variances between the statutory accounting practices and U.S. generally accepted accounting principles also are described in Note 18.

KPMG LLP is a Delaware limited liability partnership and the U.S. member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity.

*Adverse Opinion on U.S. Generally Accepted Accounting Principles*

In our opinion, because of the significance of the variances between statutory accounting practices and U.S. generally accepted accounting principles discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statements referred to above do not present fairly, in accordance with U.S. generally accepted accounting principles, the financial position of American Fidelity Assurance Company as of December 31, 2019 and 2018, or the results of its operations or its cash flows for the years then ended.

*Opinion on Statutory Basis of Accounting*

In our opinion, the financial statements referred to above present fairly, in all material respects, the admitted assets, liabilities, and capital and surplus of American Fidelity Assurance Company as of December 31, 2019 and 2018, and the results of its operations and its cash flow for the years then ended, in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department described in Note 1.

*Other Matter*

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included in the supplemental schedules of selected financial data, investment risk interrogatories, and summary schedule of investments, is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the Oklahoma Insurance Department. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

KPMG LLP

Oklahoma City, Oklahoma
April 13, 2020

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2019 and 2018

| Admitted Assets | | 2019 | 2018 |
|---|---|---|---|
| Cash and invested assets: | | | |
| Bonds, at amortized cost (fair value: $4,652,363,276 and $4,105,274,207 at December 31, 2019 and 2018, respectively) | $ | 4,374,405,435 | 4,115,251,600 |
| Preferred stocks, at cost (fair value: $19,455,638 and $4,628,588 at December 31, 2019 and 2018, respectively) | | 17,647,066 | 4,211,220 |
| Common stocks, at fair value (cost: $11,949,875 and $12,581,365 at December 31, 2019 and 2018, respectively) | | 23,741,020 | 23,322,478 |
| Common stock, investment in affiliates at equity value | | 1,335,908 | 1,139,211 |
| Mortgage loans on real estate | | 550,520,170 | 484,256,052 |
| Investment real estate, at cost (less accumulated depreciation of $11,969,556 and $9,186,852 at December 31, 2019 and 2018, respectively, and less encumbrances of $30,097,988 and $31,480,666 at December 31, 2019 and 2018, respectively) | | 23,773,327 | 24,071,571 |
| Policy loans | | 56,447,154 | 56,675,209 |
| Cash and short-term investments, at cost, which approximates fair value | | 289,209,412 | 336,915,573 |
| Other invested assets | | 56,152,849 | 40,278,452 |
| Total cash and invested assets | | 5,393,232,341 | 5,086,121,366 |
| Life insurance premiums and annuity considerations deferred and uncollected | | 44,924,305 | 38,320,816 |
| Accident and health premiums due and unpaid | | 81,075,450 | 54,160,453 |
| Investment income due and accrued | | 40,762,334 | 40,490,632 |
| Amounts recoverable from reinsurers | | 1,417,663 | 3,162,472 |
| Other receivables under reinsurance contracts | | 9,486,135 | 8,271,235 |
| Furniture and Equipment, at cost (less accumulated depreciation of $646,437 and $528,271 at December 31, 2019 and 2018, respectively) | | — | 116,824 |
| Deferred tax assets | | 32,308,666 | 28,072,095 |
| Other assets | | 72,905,510 | 87,687,289 |
| Separate accounts' assets | | 980,712,323 | 754,806,790 |
| Total admitted assets | $ | 6,656,824,727 | 6,101,209,972 |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2019 and 2018

| Liabilities and Capital and Surplus | 2019 | 2018 |
|---|---|---|
| Aggregate reserves: | | |
| Life policies and contracts | $ 2,517,865,702 | 2,390,305,977 |
| Accident and health policies | 765,011,449 | 709,006,176 |
| Total aggregate reserves | 3,282,877,151 | 3,099,312,153 |
| Policy and contract claims reserves | 137,286,075 | 116,179,693 |
| Liability for premiums and other deposit funds | 22,990,986 | 24,373,519 |
| Remittances and items not allocated | 45,793,086 | 21,444,809 |
| General insurance expenses, taxes, licenses, and fees due or accrued | 99,013,620 | 104,023,684 |
| Funds held under coinsurance | 691,753,769 | 706,187,716 |
| Other liabilities | 354,457,691 | 271,986,543 |
| Borrowed money | 497,645,003 | 497,669,116 |
| Separate Accounts' liabilities | 980,712,323 | 754,806,790 |
| Total liabilities | 6,112,529,704 | 5,595,984,023 |
| Capital and surplus: | | |
| Common stock, par value $10 per share, 250,000 shares authorized, issued, and outstanding | 2,500,000 | 2,500,000 |
| Additional paid-in capital | 5,887,698 | 5,887,698 |
| Unassigned surplus | 535,907,325 | 496,838,251 |
| Total capital and surplus | 544,295,023 | 505,225,949 |
| Commitments and contingencies | | |
| Total liabilities and capital and surplus | $ 6,656,824,727 | 6,101,209,972 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Operations

Years ended December 31, 2019 and 2018

| | 2019 | 2018 |
|---|---|---|
| Income: | | |
| Life insurance premiums and annuity considerations | $ 370,729,063 | 348,399,110 |
| Accident and health insurance premiums | 805,431,515 | 739,319,233 |
| Consideration for supplementary contracts with life contingencies | 966,339 | 1,141,320 |
| Net investment income (less investment expenses of $39,359,896 and $33,696,562 in 2019 and 2018, respectively) | 180,829,179 | 184,959,903 |
| Commissions and expense allowances on reinsurance ceded | (8,051,076) | (5,957,867) |
| Other income | 58,903,173 | 56,076,296 |
| Total income | 1,408,808,193 | 1,323,937,995 |
| Benefits and other deductions: | | |
| Death benefits and matured endowments | 33,395,707 | 29,675,601 |
| Annuity benefits | 186,437 | 2,665,949 |
| Accident and health and disability benefits | 419,763,284 | 368,901,423 |
| Interest and adjustments on policy or deposit-type contract funds | 25,501,129 | 1,559,015 |
| Other benefits to policyholders and beneficiaries | 187,510,674 | 182,961,204 |
| Increase in aggregate reserves for future policy benefits | 159,527,561 | 135,268,507 |
| Commissions on premiums and annuity considerations | 147,532,277 | 145,679,305 |
| Commissions and expense allowances on reinsurance assumed | 12,172,355 | 13,121,320 |
| General insurance expenses, taxes, licenses, and fees | 278,219,501 | 316,679,535 |
| Other | 28,436,859 | 27,463,979 |
| Total benefits and other deductions | 1,292,245,784 | 1,223,975,838 |
| Net gain from operations before federal income taxes and net realized capital gains | 116,562,409 | 99,962,157 |
| Federal income taxes | 26,428,520 | 7,521,969 |
| Net gain from operations before net realized capital gains | 90,133,889 | 92,440,188 |
| Net realized capital gains, net of federal income tax expense (benefit) of $9,599,983 and $(9,142,363) in 2019 and 2018, respectively (excluding gains (losses) of $37,515,252 and $(4,218,990) transferred to the interest maintenance reserve in 2019 and 2018, respectively) | 145,877 | 6,448,632 |
| Net income | $ 90,279,766 | 98,888,820 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Capital and Surplus

Years ended December 31, 2019 and 2018

| | | 2019 | 2018 |
|---|---|---|---|
| Capital and surplus, beginning of year | $ | 505,225,949 | 430,624,340 |
| Net income | | 90,279,766 | 98,888,820 |
| Change in net unrealized capital gains, net of tax (expense) benefit of $(517,132) and $40,364 for 2019 and 2018, respectively | | 7,466,637 | 8,814,035 |
| Change in net deferred taxes | | 10,740,955 | (3,533,775) |
| Change in nonadmitted assets | | (11,040,546) | 10,497,598 |
| Change in asset valuation reserve | | 2,490,485 | (4,822,912) |
| Dividends to stockholder | | (60,000,000) | (35,000,000) |
| Change in liability for reinsurance in unauthorized companies | | (438,425) | 22,981 |
| Other changes | | (429,798) | (265,138) |
| Net change in capital and surplus | | 39,069,074 | 74,601,609 |
| Capital and surplus, end of year | $ | 544,295,023 | 505,225,949 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Cash Flow

Years ended December 31, 2019 and 2018

| | 2019 | 2018 |
|---|---|---|
| Premiums and annuity considerations, net of reinsurance | $ 1,131,351,981 | 1,091,465,791 |
| Allowances and reserve adjustments on reinsurance ceded | (10,512,331) | (5,957,867) |
| Investment income received | 179,977,287 | 182,510,343 |
| Other income | 54,492,425 | 49,891,286 |
| Life and accident and health claims paid | (435,539,514) | (390,836,382) |
| Surrender benefits and other fund withdrawals paid | (184,922,205) | (131,850,901) |
| Other benefits to policyholders paid | (27,087,029) | (83,588,529) |
| Commissions and other expenses paid | (439,633,273) | (454,077,905) |
| Federal income taxes paid | (27,649,958) | (9,602,014) |
| Dividends paid to policyholders | (953,445) | (884,406) |
| Net cash from operations | 239,523,938 | 247,069,416 |
| Proceeds from investments sold, matured, or repaid: | | |
| Bonds | 1,446,951,582 | 492,427,928 |
| Stocks | 1,308,755 | 1,553,668 |
| Mortgage loans | 41,085,883 | 69,461,272 |
| Other | 28,750,000 | 265,306 |
| Total investment proceeds | 1,518,096,220 | 563,708,174 |
| Cost of investments acquired: | | |
| Bonds | (1,654,975,728) | (567,992,125) |
| Stocks | (13,435,846) | — |
| Mortgage loans | (107,350,000) | (73,442,830) |
| Other | (13,117,507) | (18,175,686) |
| Total investments acquired | (1,788,879,081) | (659,610,641) |
| Net change in policy loans and loans on fund deposits | 228,055 | (1,408,951) |
| Net cash from investing | (270,554,806) | (97,311,418) |
| Borrowed money | | |
| Other cash provided | 63,006,680 | 36,178,981 |
| Dividends paid to stockholder | (60,000,000) | (35,000,000) |
| Other cash applied | (19,681,973) | (55,852,809) |
| Net cash from financing and miscellaneous sources | (16,675,293) | (54,673,828) |
| Net change in cash and short-term investments | (47,706,161) | 95,084,170 |
| Cash and short-term investments, beginning of year | 336,915,573 | 241,831,403 |
| Cash and short-term investments, end of year | $ 289,209,412 | 336,915,573 |

See accompanying notes to statutory financial statements.

## (1) Significant Accounting Policies

### *(a) Business*

American Fidelity Assurance Company (AFA or the Company) provides a variety of financial services. AFA is a wholly owned subsidiary of American Fidelity Corporation (AFC), a Nevada insurance holding company. AFA is domiciled in the state of Oklahoma. The Company is subject to state insurance regulations and periodic examinations by state insurance departments.

AFA is licensed in 49 states, as well as the District of Columbia, American Samoa, Puerto Rico, and Guam, with approximately 39% of direct premiums written in Oklahoma, Texas, and California. Activities of AFA are largely concentrated in the group disability income, group and individual annuity, supplemental health, and individual medical markets. In addition, individual and group life business is also conducted. The main thrust of AFA's sales is worksite marketing of voluntary products through the use of payroll deduction. The Company sells these voluntary products through a salaried sales force that is broken down into two primary divisions: the Association Worksite Division (AWD) and American Fidelity Educational Services (AFES). AWD specializes in voluntary disability income insurance programs aimed at selected groups and associations whose premiums are funded by employees through payroll deductions. AFES focuses on marketing to public school employees with voluntary insurance products such as disability income, tax-sheltered annuities, life insurance, dread disease, and accident only. These premiums are also funded by employees through payroll deductions. The expertise gained by the Company in worksite marketing of voluntary products is used by the Strategic Alliances Division in developing products to meet special situations. The Life Division was formed upon the acquisition of a block of life business in 2000. This division is marketing individual life products through independent brokers in the United States of America and Latin America.

These statutory financial statements were prepared for the purpose of filing with the various state insurance departments.

### *(b) Basis of Presentation*

The accompanying statutory financial statements of the Company have been prepared in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles (GAAP). Certain amounts in prior year have been reclassified to conform to the current year presentation. Effective January 1, 2001, the National Association of Insurance Commissioners (NAIC) and the Oklahoma Insurance Department required that insurance companies domiciled in the state of Oklahoma prepare their statutory basis financial statements in accordance with the NAIC Accounting Practices and Procedures Manual Statements of Statutory Accounting Principles (SSAP) subject to any deviations prescribed or permitted by the Insurance Commissioner of the state of Oklahoma (the Commissioner). There are no differences between the accounting practices prescribed or permitted by the Oklahoma Insurance Department and the accounting practices prescribed and permitted by the NAIC. There have been no permitted practices granted to the Company for 2019 and 2018 by the Oklahoma Insurance Department.

SSAP differ from GAAP in several respects, which cause differences in reported assets, liabilities, stockholder's equity (statutory capital and surplus), net income, and cash flows. The principal SSAP that differ from GAAP include the following:

- The financial statements of subsidiaries are not consolidated and are accounted for as investments in common stock.
- Investments in bonds and preferred stocks are carried amortized cost, cost, or the lower of cost or fair value; under GAAP, investments in bonds and preferred stock, other than those classified as held-to-maturity, are carried at fair value.
- Certain assets (principally certain deferred taxes, furniture, equipment, prepaid expenses, and premiums due from policyholders, agents' balances, and amounts recoverable from reinsurers over 90 days) have been designated as nonadmitted assets and excluded from assets by a charge to statutory surplus. Under GAAP, such amounts are carried at amortized cost with the appropriate valuation allowance, when necessary.
- Aggregate reserves for life, annuities, and accident and health are based on statutory mortality and interest requirements without consideration for anticipated withdrawals except where allowed. Morbidity assumptions are based on the statutory morbidity requirements or Company's experience where allowed. Under GAAP, the reserves are based on either (i) the present value of future benefits less the present value of future net premiums based on mortality, morbidity, and other assumptions that were appropriate at the time the policies were issued or acquired, or (ii) the account value for certain contracts without significant life contingencies.
- The interest maintenance reserve (IMR) represents the deferral of interest-related realized gains and losses, net of tax, on primarily fixed maturity investments, which are amortized into income over the remaining life of the investment sold. No such reserve is required under GAAP.
- Deferred income taxes are recognized for both SSAP and GAAP; however, the amount permitted to be recognized is generally more restrictive under SSAP and the change in deferred taxes is reported as a direct charge to surplus.
- The asset valuation reserve (AVR) represents a contingency reserve for credit-related risk on most invested assets of the Company, and is charged to statutory surplus. No such reserve is required under GAAP.
- Policy acquisition costs are expensed as incurred, while under GAAP, successful acquisition costs are deferred and recognized over either (1) the expected premium-paying period or (2) the estimated life of the contract.
- Reserves are reported net of ceded reinsurance; under GAAP, reserves are reported gross with a corresponding reinsurance receivable.
- A 100% provision is established for unsecured reinsurance recoverable balances from unauthorized reinsurers. The change in this provision is credited or charged to unassigned surplus. Under GAAP, a provision is established for uncollectible reinsurance balances with any changes to this provision reflected in earnings for the period.

- The statements of operations are different in certain respects, with life and annuity premiums being recognized as revenue when the policies and contracts are issued. Under GAAP, premiums on life insurance policies are recognized when due; premiums on annuity contracts are not recognized as revenue, but as deposits.
- Revenues for universal life policies and investment products consist of the entire premium received, and benefits represent the death benefits paid and the change in policy reserves, unless the products do not incorporate mortality or morbidity risk. Under GAAP, premiums received in excess of policy charges are not recognized as premium revenue, and benefits represent the excess of benefits paid over the policy account values and interest credited to the account values.
- The statements of cash flow differ in certain respects from the presentation required under GAAP, including the presentation of the changes in cash and short-term investments instead of cash and cash equivalents. Short-term investments include securities with maturities, at the time of acquisition, of one year or less. For statutory purposes, there is no reconciliation between net income and cash from operations.
- A statement of comprehensive income is not required for SSAP reporting.

### *(c) Use of Estimates*

The preparation of financial statements in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, Annual Statement Instructions, and NAIC Manual requires management to make estimates and assumptions that affect the reported amounts of admitted assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period.

Management evaluates its estimates and assumptions on an ongoing basis using historical experience and other factors, including the current economic environment, which management believes to be reasonable under the circumstances. The Company adjusts such estimates and assumptions when facts and circumstances dictate. As future events and their effects cannot be determined with precision, actual results could differ significantly from these estimates. Changes in those estimates resulting from continuing changes in the economic environment will be reflected in the financial statements in the period in which they occur. Principal estimates that could change in the future are the fair value of investments, whether a security is other-than-temporarily impaired, and the actuarial assumptions used in establishing policy liabilities.

### *(d) Investments in Affiliates, Joint Ventures, Partnerships, or Limited Liability Companies*

The statutory financial statements include the Company's investment in its wholly owned subsidiaries. Intercompany accounts and transactions have not been eliminated in the statutory financial statements. The Company's wholly and majority-owned subsidiaries at December 31, 2019 and 2018 are noninsurance entities that have no significant ongoing operations other than to hold assets that are primarily for the direct or indirect benefit or use of the Company or its affiliates, and are carried at the underlying equity of the respective entity's financial statements adjusted to a statutory basis of accounting.

The Company's investments in joint ventures, partnerships, and limited liability companies are recorded at cost, adjusted for the Company's share of the GAAP basis earnings or losses of the investee, net of

any distributions received. Such investments are reported as other invested assets and the related adjustments are reported as unrealized capital gains or losses in surplus.

***(e) Investments***

The investment portfolio includes bonds, preferred stocks, common stocks, mortgage loans, real estate, policy loans, other invested assets, and short-term investments.

Investments are carried in accordance with rules established by the NAIC. Bonds are carried at cost, adjusted where appropriate for accretion of premium or amortization of discount using the scientific interest method and taking into consideration stated interest and principal provisions. Additionally, bonds rated as NAIC 6 are carried at the lower of their cost or fair market value. Preferred stocks are carried at the lower of cost or fair value since there is no premium or discount. Common stocks are carried at fair value. Policy loans are stated at their aggregate unpaid balances. Mortgage loans on real estate are stated at their aggregate unpaid balances. Real estate held for investment is carried at cost less accumulated depreciation and encumbrances. Encumbrances as of December 31, 2019 and 2018 were approximately $30,098,000 and $31,481,000, respectively. The promissory note bears interest at 4.32% and is due in monthly installments of approximately $103,000 (including interest) to 2022. Property occupied by the Company is carried at cost, less accumulated depreciation.

Realized gains or losses are determined on the specific identification basis. Unrealized gains and losses on common stocks of affiliates and nonaffiliates are accounted for as direct increases or decreases in surplus.

Because the Company's primary business is in the insurance industry, the Company holds a significant amount of assets that it intends to match with its liabilities in relation to maturity and interest margin. In order to maximize earnings and minimize risk, the Company invests in a diverse portfolio of investments. The portfolio is diversified by geographic region, investment type, underlying collateral, maturity, and industry. Management does not believe that the Company has any significant concentrations of credit risk in its investments.

The Company generally does not invest in any low investment-grade high-yield investment bonds (junk bonds). Certain bonds are guaranteed by the U.S. government. The Company limits its risks by investing in bonds and stocks of rated companies, mortgage loans adequately collateralized by real estate, selective real estate supported by appraisals, and policy loans collateralized by policy cash values. In addition, the Company performs due diligence procedures prior to making mortgage loans. These procedures include evaluations of the credit worthiness of the mortgagees and/or tenants and independent appraisals.

The maximum and minimum lending rates for mortgage loans originated during 2019 were 5.00% and 3.50%, respectively. The maximum and minimum lending rates for mortgage loans originated during 2018 were 5.06% and 4.17%, respectively. The maximum percentage of any one loan to the value of security at the time of the loan, exclusive of insured or guaranteed or purchase money mortgages was 80% during 2019 and 2018. During 2019 and 2018, the Company did not reduce interest rates on any outstanding mortgage loans. The Company held no mortgages with interest more than 180 days past due or impaired mortgage loans.

For loan-backed securities, the Company has elected to use the carrying value as of January 1, 1994 as the cost for applying the retrospective adjustment method to securities purchased prior to that date. In 2019 and 2018, the Company had no changes from the retrospective to prospective methodology due to negative yield on specific securities. Prepayment assumptions for single class and multiclass mortgage-backed/asset-backed securities were obtained from broker-dealer survey values or internal estimates.

The Company periodically reviews its investment portfolio to determine if provisions for possible losses or provisions for other-than-temporary impairment (OTTI) are necessary. In connection with this determination, management reviews published market values, credit ratings, independent appraisals, expected cash flows, and other valuation information. Securities with impairments are written down to the present value of expected cash flows to be collected rather than fair value unless the Company has the intent to sell or inability to retain the security until recovery of amortized cost. For the year ended December 31, 2019, the Company recorded no OTTI. For the year ended December 31, 2018, the Company recorded approximately $1,926,000 of OTTI. While management believes that no additional provisions for OTTI are currently necessary, adjustments may be necessary in the future due to changes in economic conditions. In addition, regulatory agencies periodically review investment valuation as an integral part of their examination process. Such agencies may require the Company to recognize adjustments based upon available information and judgments of the regulatory examiners at the time of their examination.

### *(f) Equipment*

Equipment consists of electronic data processing equipment and is stated at cost less accumulated depreciation. Equipment is depreciated on a straight-line basis using estimated lives of five to ten years. Additions, renewals, and betterments are capitalized. Expenditures for software, maintenance, and repairs are expensed. Upon retirement or disposal of an asset, the asset and related accumulated depreciation are eliminated and any related gain or loss is included in income.

### *(g) Company-Owned Life Insurance*

The Company is the owner of three single premium insurance policies and one group variable life insurance policy for certain current executives of the Company, where the Company is the beneficiary. These policies, accounted for using the investment method, were purchased in 2018, 2014 and in 2010. The policies are recorded in other assets at their net cash surrender values, as reported by the four issuing insurance companies, whose Standard & Poor’s financial strength ratings are AA+ for the single premium insurance policies and A for the group variable life insurance policy. The net cash surrender values totaled approximately $69,226,000 and $66,423,000 as of December 31, 2019 and 2018, respectively. The face value (death benefit) of the life insurance policies underlying the contracts was approximately $185,841,000 and $184,584,000 as of December 31, 2019 and 2018, respectively.

### *(h) Premiums*

Life premiums are recognized as revenue when the policy is written and on each anniversary date thereafter. Accident and health premiums are recognized when due from the policyholder. Both life and accident and health premiums are increased by reinsurance premiums assumed and reduced by reinsurance premiums ceded. Contracts issued that do not incorporate mortality or morbidity risk are not accounted for as insurance contracts. Amounts received as payments for such contracts are recorded as direct increases to the policy reserves.

The Company estimates accrued retrospective premium adjustments (premium rate stabilization) for certain contracts in its group health and group life business based on contractually determined formulas by group. The amount of net premiums written by the Company for the years ended December 31, 2019 and 2018 that were subject to retrospective rating features were approximately $190,000 and $190,000, respectively, which represented approximately 0.04% and 0.05% of net premiums written for group health and group life products in 2019 and 2018, respectively. No other net premiums written by the Company were subject to retrospective rating features.

### *(i) Reinsurance*

The Company accounts for reinsurance transactions as prescribed by the applicable accounting standards, which require the reporting of reinsurance transactions relating to the statements of admitted assets, liabilities, and capital and surplus on a net basis and precludes immediate gain recognition on reinsurance contracts.

### *(j) Income Taxes*

Current income taxes incurred includes current income taxes for the amount of federal income taxes paid or payable for the current year. These amounts are determined based on estimates of federal income taxes for the current year, including tax contingencies and benefits. The Company's current tax recoverable is reported as a component of other assets and current tax payable is reported as a component of other liabilities. The changes in current taxes are reflected in the statutory statements of operations.

Deferred income tax assets and liabilities are determined based on differences between statutory financial statement carrying amounts of existing assets and liabilities and their respective tax bases, as well as operating loss, capital loss, and tax credit carryforwards. Temporary differences related to AVR and IMR are not included in the determination of gross deferred income taxes while temporary differences for unrealized gains/losses and nonadmitted assets are included. Gross deferred tax assets are reduced by a valuation allowance if it is more likely than not (i.e. greater than 50% likelihood) that some portion or all of the gross deferred tax assets will not be realized. The deferred tax assets and liabilities are measured using federal enacted tax rates. Deferred income tax assets are limited as to their admissibility. The changes in net deferred tax assets and liabilities are reflected in surplus. The Company's net admitted deferred tax assets are reported as a component of other assets.

***(k) Policy Liabilities***

Aggregate reserves for life policies and contracts include reserve amounts principally for life insurance policies, payout annuity policies, and disability insurance policies. The life insurance reserves are principally based on the 1941, 1958, 1980, 2001, and 2017 Commissioners Standard Ordinary (CSO) mortality tables, and are established with interest rate assumptions ranging from 2.0% to 6.0%. Annuity insurance reserves are established with interest rate assumptions ranging from 3.0% to 8.8%. Disability reserves are principally based on the 2012 Group Long Term Disability Table, with adjustments for actual Company experience. The tabular interest, tabular less actual reserves released, and the tabular cost have been determined by formula. Aggregate reserves for accident and health policies include the present value of amounts not yet due on claims, additional reserves, and unearned premiums.

Policy and contract claims reserves include a provision for reported claims and claims incurred but not reported. The provision for claims incurred but not reported is estimated based primarily on Company experience. Although these provisions are the Company's best estimate of the ultimate value, the actual results may vary from these values.

Liability for premiums and other deposit funds include reserves for qualified before tax annuities and other accumulation policies that do not subject the Company to any risks from policyholder mortality and morbidity. Such reserves are established using guaranteed interest rates of 3.0% to 7.5%.

The Company has a significant amount of allocated deferred annuity contracts with life contingencies. The liability for these contracts is recorded as aggregate reserves for life policies and contracts. The Company also has annuities certain without life contingencies. The liability for these contracts is recorded as a liability for premiums and other deposit funds.

The Company started issuing business in 2017 on the 2017 CSO table for life products where approved. There were two valuation basis changes for reserves in 2016. Disability reserves moved from the 1987 Commissioners Group Disability Table to the 2012 Group Long Term Disability Table. Group term life waiver of premium reserves moved from the 1952 Disability Study, period 2, with the 1958 CSO mortality table to the 2005 Group Term Life Waiver Reserve Table.

The Company waives deduction of deferred fractional premiums upon death of the insured, and returns any portion of the final premium beyond the month of death for policies developed and issued subsequent to December 1977.

Surrender values are not promised in excess of the legally computed reserves.

Extra premiums are charged for substandard lives in addition to the regular gross premium for the true age.

Mean reserves are determined by computing the regular mean reserve for the plan at the true age and holding in addition one-half of the extra premium charge for the year.

The Company had approximately $1,151,998,000 and $1,305,394,000 of insurance in force (after reinsurance ceded) for which the gross premiums are less than the net premiums according to the standard valuation set by the state of Oklahoma at December 31, 2019 and 2018, respectively.

The Company had approximately $32,904,000 and $34,709,000 as of December 31, 2019 and 2018, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at book value less current surrender charge of 5% or more. As of December 31, 2019 and 2018, the Company has approximately $970,926,000 and $746,745,000, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at market value where the withdrawal of the funds is payable at the current market value of the assets supporting the liabilities. Annuity reserves and deposit liabilities that were subject to discretionary withdrawal at book value without adjustment were approximately $1,976,689,000 and $1,883,672,000 as of December 31, 2019 and 2018, respectively. There were approximately $44,033,000 and $46,426,000 of annuity reserves and deposit liabilities that are not subject to discretionary withdrawal at December 31, 2019 and 2018, respectively. At December 31, 2019 and 2018, the total gross annuity actuarial reserves and deposit liabilities were approximately $3,024,553,000 and $2,711,552,000, respectively, and the net annuity actuarial reserves and deposit liabilities were approximately $3,019,535,000 and $2,706,415,000, respectively. The ceded amount of annuity actuarial reserves and deposit liabilities was approximately $5,018,000 and $5,137,000 as of December 31, 2019 and 2018, respectively. The Company's earnings related to these products are impacted by conditions in the overall interest rate environment.

### *(l) Capital and Surplus*

Capital and surplus of the Company is restricted as to payment of dividends by statutory limitations applicable to insurance companies. Without prior approval of the respective state insurance department, dividends that can be paid are generally limited to the greater of 10% of statutory capital and surplus or the statutory net gain from operations before net realized capital gains/losses reported for the previous calendar year. The maximum dividend payout, which may be made without prior approval in 2020, is approximately $90,134,000.

The Oklahoma Insurance Department has adopted Risk-Based Capital (RBC) requirements for life insurance companies. The RBC calculation serves as a benchmark for the regulation of life insurance companies by state insurance regulators. RBC provides for surplus formulas similar to target surplus formulas used by commercial rating agencies. The formulas specify various weighting factors that are applied to statutory financial balances or various levels of activity based on the perceived degree of risk, and are set forth in the RBC requirements. The Company has calculated RBC in accordance with the NAIC's Model Rule and RBC rules as adopted by the Oklahoma Insurance Department. The RBC, as calculated by the Company, exceeds levels requiring Company or regulatory action at December 31, 2019 and 2018.

### *(m) Separate Accounts*

The Company maintains a separate account under Oklahoma insurance law designated as American Fidelity Separate Account A (Account A). Account A was formerly known as American Fidelity Variable Annuity Fund A, and operated as an open-end diversified management investment company from 1968 to 1998. Effective January 1, 1999, it was converted to a unit investment trust separate account, and it transferred its investment portfolio to the American Fidelity Dual Strategy Fund, Inc. (the Fund), an open-end investment company sponsored by AFA, in exchange for shares of the Fund.

On November 25, 2014, Account A's investment in the Fund was substituted with the Vanguard Total Stock Market Index Fund. Under Oklahoma law, the assets of Account A are segregated from the

Company's assets, are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The Company also maintains separate accounts under Oklahoma insurance law designated as American Fidelity Separate Account B (Account B) and American Fidelity Separate Account C (Account C). Account B and Account C are registered as unit investment trusts under the Investment Company Act of 1940, as amended. Under Oklahoma law, the assets of each of the ten (10) segregated subaccounts of Account B and the ten (10) segregated subaccounts of Account C are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The separate accounts maintained by the Company represent funds for nonguaranteed variable annuities. The assets of these accounts are carried at market value. The net investment experience of the separate account is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of the account value or the premium paid. The minimum guaranteed death benefit reserve is held in the Company's general account. For the years ended December 31, 2019 and 2018, the amount of premiums, considerations, or deposits for the year was approximately $83,930,000 and $75,231,000, respectively.

## (2) Admitted and Nonadmitted Assets

Assets in the statutory statements of admitted assets, liabilities, and capital and surplus are stated at admitted asset values, which are the values permitted to be reported in the annual report to the Oklahoma Insurance Department. All other assets are "nonadmitted assets" and are excluded from the statutory statements of admitted assets, liabilities, and capital and surplus by a charge to surplus. Nonadmitted assets as of December 31 are as follows:

| | 2019 | 2018 |
|---|---|---|
| Prepaids, deposits, and other receivables | $ 11,815,227 | 7,665,554 |
| Amounts receivable from reinsurers | 1,420,225 | — |
| Agents' balances | 23,960 | 26,904 |
| Deferred tax asset | 29,993,314 | 24,006,062 |
| Leasehold improvements | 18,547,634 | 19,061,294 |
| | $ 61,800,360 | 50,759,814 |

## (3) Fair Value of Financial Instruments

A summary of the Company's financial instruments and the fair value estimates, methods, and assumptions is set forth below:

| | | Estimated fair value as of December 31, 2019 | | | |
|---|---|---|---|---|---|
| | Admitted assets | Level 1 | Level 2 | Level 3 | Total |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 289,209,412 | 289,209,412 | — | — | 289,209,412 |
| Bonds | 4,374,405,435 | 503,204 | 4,062,644,812 | 589,215,260 | 4,652,363,276 |
| Common and preferred stock | 42,723,994 | 38,301,466 | 1,468,440 | 4,762,660 | 44,532,566 |
| Mortgage loans on real estate | 550,520,170 | — | — | 569,102,537 | 569,102,537 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 2,026,548,359 | — | — | 2,027,871,376 | 2,027,871,376 |
| Borrowed money | 497,645,003 | — | 509,022,658 | — | 509,022,658 |

| | | Estimated fair value as of December 31, 2018 | | | |
|---|---|---|---|---|---|
| | Admitted assets | Level 1 | Level 2 | Level 3 | Total |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 336,915,573 | 336,915,573 | — | — | 336,915,573 |
| Bonds | 4,115,251,600 | 24,200,433 | 3,601,822,771 | 479,251,003 | 4,105,274,207 |
| Common and preferred stock | 28,672,909 | 23,700,796 | 1,258,513 | 4,130,968 | 29,090,277 |
| Mortgage loans on real estate | 484,256,052 | — | — | 490,749,585 | 490,749,585 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 1,936,558,042 | — | — | 1,937,397,267 | 1,937,397,267 |
| Borrowed money | 497,669,116 | — | 494,665,695 | — | 494,665,695 |

### *(a) Cash and Short-Term Investments*

The carrying amounts of the financial instruments listed above approximate their fair values because they mature within a relatively short period of time, and do not present unanticipated credit concerns.

***(b) Bonds, Common Stocks and Preferred Stocks***

For fixed maturities and marketable equity securities, for which market quotations generally are available, the Company primarily uses independent pricing services to assist in determining fair value measurements. When the fair value of certain securities is not readily available, the fair value estimates are based on quoted market prices of similar instruments adjusted for the differences between the quoted instruments and the instruments being valued, or fair value is estimated using discounted cash flow analysis. Interest rates used in this analysis are similar to currently offered contracts with comparable maturities as the investments being valued. The Company's investments also include certain less liquid or private fixed maturity debt securities, such as private placements and certain structured notes. Valuations are estimated based on nonbinding broker prices or valuation models discounted cash flow models and other similar techniques that use observable or unobservable inputs and are considered Level 3.

The fair value of equity securities investments of the Company is based on quotations from independent pricing services, bid prices published in financial newspapers, or bid quotations received from securities dealers.

***(c) Mortgage Loans on Real Estate***

Fair values are estimated for portfolios of loans with similar characteristics. Commercial mortgage loans have average net yield rates of 4.44% and 4.58% for December 31, 2019 and 2018, respectively. The fair value of mortgage loans was calculated by discounting scheduled cash flows to maturity using estimated market discount rates of 3.93% and 4.39% for December 31, 2019 and 2018, respectively. These rates reflect the credit and interest rate risk inherent in the loans. Assumptions regarding credit risk, cash flows, and discount rates are judgmentally determined using available market information and specific borrower information. The fair value of certain residential loans is based on the approximate fair value of the underlying real estate securing the mortgages.

***(d) Policy Loans***

Policy loans have average interest yields of 5.27% and 5.91% as of December 31, 2019, and 2018, respectively, and have no specified maturity dates. These loans typically carry an interest rate that is tied to the crediting rate applied to the related policy and contract reserves. Policy loans are an integral part of the life insurance policies that the Company has in force and cannot be valued separately.

***(e) Certain Policy Liabilities***

Certain policies sold by the Company are investment-type contracts. These liabilities are segregated into two categories: premiums and other deposit funds and immediate annuities. These liabilities are further defined to segregate the deferred annuity contract with life contingencies, which are reported as aggregate reserves for life policies and contracts. The fair value of aggregate reserves for life policies and contracts is estimated as the fund value of each policy less applicable surrender charges. The fair value of the immediate annuities without life contingencies and premiums and other deposit funds is

estimated as the discounted cash flows of expected future benefits less the discounted cash flows of expected future premiums, using the current pricing assumptions.

| | 2019 | | 2018 | |
|---|---|---|---|---|
| | Carrying amount | Estimated fair value | Carrying amount | Estimated fair value |
| Aggregate reserves for life policies and contracts | $ 2,003,856,743 | 2,002,797,723 | 1,912,520,605 | 1,911,471,263 |
| Annuities | 22,691,616 | 25,073,653 | 24,037,437 | 25,926,004 |

### *(f) Borrowed Money*

The fair value of the Company's notes payable is estimated by the present value of a stream of future expected cash flows using an appropriate discount rate. Discount factors are based on the LIBOR/Swap curve.

### *(g) Limitations*

Fair value estimates are made at a specific point in time, based on relevant market information and information about the financial instrument. These fair value estimates do not reflect any premium or discount that could result from offering for sale at one time the Company's entire holdings of a particular financial instrument, nor do they reflect income taxes on differences between fair value and tax basis of the assets. Because no established exchange exists for a significant portion of the Company's financial instruments, fair value estimates are based on judgments regarding future expected loss experience, current economic conditions, risk characteristics of various financial instruments, and other factors. These fair value estimates are subjective in nature and involve uncertainties and matters of significant judgment and, therefore, cannot be determined with precision. Changes in assumptions could significantly affect the fair value estimates.

### *(h) Fair Value Hierarchy*

The following are the levels of hierarchy and a description of the type of valuation inputs that are used to establish each level:

Level 1 inputs are quoted in active markets for identical securities.

Level 2 inputs are other significant observable inputs (including quoted prices for similar securities, interest rates, prepayment speeds, credit risk, etc.).

Level 3 inputs are significant unobservable inputs (including the Company's own assumptions used to determine the fair value of investments).

Assets that are recorded at fair value are categorized into a three-level fair value hierarchy as required by SSAP No. 100, *Fair Value Measurements*. The balances of these assets as of December 31, 2019 are as follows:

| | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|
| Assets recorded at fair value: | | | | |
| Bonds – industrial and miscellaneous | $ — | 2,637,828 | — | 2,637,828 |
| Common stock – unaffiliated | 23,608,488 | 132,532 | — | 23,741,020 |
| Common stock – affiliated | — | 1,335,908 | — | 1,335,908 |
| Total assets at fair value | $ 23,608,488 | 4,106,268 | — | 27,714,756 |

Assets that are recorded at fair value are categorized into a three-level fair value hierarchy as required by SSAP No. 100, *Fair Value Measurements*. The balances of these assets as of December 31, 2018 are as follows:

| | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|
| Assets recorded at fair value: | | | | |
| Bonds – industrial and miscellaneous | $ 23,183,381 | 3,055,236 | — | 26,238,617 |
| Common stock – unaffiliated | 23,203,177 | 119,301 | — | 23,322,478 |
| Common stock – affiliated | — | 1,139,211 | — | 1,139,211 |
| Total assets at fair value | $ 46,386,558 | 4,313,748 | — | 50,700,306 |

There were no securities with unobservable inputs (Level 3) at December 31, 2019 or 2018.

The following table presents the change for the year ended December 31, 2018 in the assets measured at fair value using unobservable inputs (Level 3):

| | Loan-backed securities |
|---|---|
| Beginning balance | $ 1,781,086 |
| Transfers in | — |
| Transfers out | — |
| Total gain (loss) included in net income | 1,307,118 |
| Total gain (loss) included in surplus | 195,673 |
| Purchases | — |
| Issuances | — |
| OTTI | — |
| Sales | (3,283,877) |
| Settlements | — |
| Ending balance | $ — |

## (4) Investments

Investment income for the years ended December 31 is summarized below:

| | | 2019 | 2018 |
|---|---|---|---|
| Interest on bonds | $ | 181,983,049 | 180,346,598 |
| Dividends on preferred and common stocks | | 822,142 | 314,170 |
| Interest on mortgage loans | | 23,788,064 | 24,558,391 |
| Investment real estate income | | 7,436,798 | 8,459,581 |
| Interest on policy loans | | 2,981,784 | 3,305,649 |
| Interest on cash and short-term investments and other | | 3,177,238 | 1,372,076 |
| | | 220,189,075 | 218,356,465 |
| Less investment expenses | | 39,359,896 | 33,396,562 |
| Net investment income | $ | 180,829,179 | 184,959,903 |

Realized gains (losses) for the years ended December 31 consisted of the following:

| | | 2019 | 2018 |
|---|---|---|---|
| Bonds | $ | 46,301,716 | (4,547,506) |
| OTTI | | — | (1,926,441) |
| Realized gains (losses) on bonds | | 46,301,716 | (6,473,947) |
| Common stocks of nonaffiliates | | 677,265 | 752,169 |
| Real estate | | — | (820,296) |
| Other capital loss | | 282,131 | (370,647) |
| Total realized gains (losses) before federal income taxes and IMR transfers | | 47,261,112 | (6,912,721) |
| Federal income tax expense | | 9,599,983 | (9,142,363) |
| Less IMR transfers | | 37,515,252 | (4,218,990) |
| Net realized gains | $ | 145,877 | 6,448,632 |

The carrying value and estimated fair value of bonds, preferred stock, and common stock at December 31 are as follows:

| | 2019 | | | |
|---|---|---|---|---|
| | Carrying value/ cost | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 499,678 | 3,525 | — | 503,203 |
| U.S. government agency obligations | 2,028,476 | 153,020 | — | 2,181,496 |
| Special revenue | 374,675,018 | 11,394,517 | (5,170,803) | 380,898,732 |
| States and territories | 694,369,970 | 38,085,400 | (752,290) | 731,703,080 |
| Foreign government | 28,084,114 | 1,817,741 | — | 29,901,855 |
| Corporate bonds | 2,345,239,114 | 205,672,165 | (5,379,808) | 2,545,531,471 |
| Loan-backed securities | 929,509,065 | 36,700,464 | (4,566,090) | 961,643,439 |
| Total bonds | 4,374,405,435 | 293,826,832 | (15,868,991) | 4,652,363,276 |
| Preferred stocks | 17,647,066 | 1,816,972 | (8,400) | 19,455,638 |
| Common stocks - unaffiliated | 11,949,875 | 11,791,145 | — | 23,741,020 |
| Common stocks - affiliated | 103,902 | 1,232,006 | — | 1,335,908 |
| Total stocks | 29,700,843 | 14,840,123 | (8,400) | 44,532,566 |
| Total | $ 4,404,106,278 | 308,666,955 | (15,877,391) | 4,696,895,842 |

| | 2018 | | | |
|---|---|---|---|---|
| | Carrying value/ cost | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 1,006,957 | 10,094 | — | 1,017,051 |
| U.S. government agency obligations | 2,780,932 | 190,689 | — | 2,971,621 |
| Special revenue | 420,553,110 | 8,181,696 | (26,611,053) | 402,123,753 |
| States and territories | 467,834,029 | 24,468,961 | (590,751) | 491,712,239 |
| Foreign government | 28,159,997 | 1,215,173 | — | 29,375,170 |
| Corporate bonds | 2,307,793,450 | 56,359,524 | (74,822,358) | 2,289,330,616 |
| Loan-backed securities | 863,939,743 | 16,672,110 | (15,051,478) | 865,560,375 |
| SVO Identified Funds | 23,183,382 | — | — | 23,183,382 |
| Total bonds | 4,115,251,600 | 107,098,247 | (117,075,640) | 4,105,274,207 |
| Preferred stocks | 4,211,220 | 417,368 | — | 4,628,588 |
| Common stocks - unaffiliated | 12,581,365 | 10,741,113 | — | 23,322,478 |
| Common stocks - affiliated | 103,902 | 1,035,309 | — | 1,139,211 |
| Total stocks | 16,896,487 | 12,193,790 | — | 29,090,277 |
| Total | $ 4,132,148,087 | 119,292,037 | (117,075,640) | 4,134,364,484 |

The NAIC fair value of total bonds is approximately $1,975,000 less and $5,084,000 more than the estimated fair value in the tables above at December 31, 2019 and 2018, respectively.

The carrying value and estimated fair value of investments in bonds at December 31, 2019, by contractual maturity, are shown below. Expected maturities will differ from contractual maturities because the issuers of such securities may have the right to call or prepay obligations with or without call or prepayment penalties.

| | | Carrying value | Fair value |
|---|---|---|---|
| Due in one year or less | $ | 37,277,992 | 37,848,051 |
| Due after one year through five years | | 313,425,953 | 327,720,674 |
| Due after five years through ten years | | 1,040,708,847 | 1,117,653,228 |
| Due after ten years | | 2,053,483,578 | 2,207,497,884 |
| Loan-backed securities | | 929,509,065 | 961,643,439 |
| | $ | 4,374,405,435 | 4,652,363,276 |

Proceeds from sales of bonds during 2019 and 2018 were approximately $1,011,922,000 and $238,736,000, respectively. Gross realized gains of approximately $43,990,000 and $6,125,000 and gross realized losses of approximately $5,752,000 and $14,841,000, respectively, were realized on those sales. The Company realized net gains of approximately $7,009,000 and $4,168,000 on bonds that were called or prepaid in 2019 and 2018, respectively. In addition, the Company realized a gain of $1,055,000 on bonds transferred in 2019. There were no bonds transferred in 2018.

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2019 were as follows:

| | | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|---|
| | | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| Special revenue | $ | 167,185,164 | (3,295,134) | 42,847,423 | (1,875,669) | 210,032,587 | (5,170,803) |
| States and territories | | 66,270,841 | (752,290) | — | — | 66,270,841 | (752,290) |
| Corporate bonds | | 341,086,783 | (4,837,790) | 11,189,482 | (542,018) | 352,276,265 | (5,379,808) |
| Loan-backed securities | | 161,929,694 | (2,483,933) | 59,834,984 | (2,082,157) | 221,764,678 | (4,566,090) |
| Total | $ | 736,472,482 | (11,369,147) | 113,871,889 | (4,499,844) | 850,344,371 | (15,868,991) |

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2018 were as follows:

| | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|
| | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| Special revenue | $ 53,695,118 | (1,911,655) | 242,890,758 | (24,699,398) | 296,585,876 | (26,611,053) |
| States and territories | 42,237,520 | (440,086) | 2,699,334 | (150,665) | 44,936,854 | (590,751) |
| Corporate bonds | 1,167,158,997 | (51,835,726) | 269,862,924 | (22,986,632) | 1,437,021,921 | (74,822,358) |
| Loan-backed securities | 280,677,754 | (6,202,779) | 176,571,111 | (8,848,699) | 457,248,865 | (15,051,478) |
| Total | $ 1,543,769,389 | (60,390,246) | 692,024,127 | (56,685,394) | 2,235,793,516 | (117,075,640) |

The investments included in states and territories are high-grade investment quality and have unrealized losses due to an increase in interest rates since acquisition. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. As the decline in fair value is attributable to changes in interest rates and not credit quality, the Company expects the unrealized losses to reverse as the securities shorten in duration and mature, and because the Company has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in special revenue securities are comprised of general obligations of U.S. government sponsored agencies for which the U.S. government is indirectly obligated. The unrealized loss is due to interest rate fluctuations, which result in a decline in market values from original purchase price. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. The Company expects the unrealized losses to reverse as the securities shorten in duration and mature and because the Company has the ability to hold these investments to maturity and does not intend to sell until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in corporate securities are comprised of corporate bonds. The unrealized loss is due to interest rate fluctuations, the current market and economic environment, which affects corporate credit ratings and changes in sector spreads. The unrealized loss may continue and may become more severe if the economy slows or interest rates rise. Because the decline in fair value is attributable to interest rates and economic changes and a slight decline in credit quality, and because the Company expects all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in loan-backed securities are comprised of U.S. government-sponsored agency mortgage-backed securities for which the U.S. government is not directly obligated, and private label whole loan collateralized mortgage obligations. The unrealized losses on these securities are a result of the current market and economic conditions that affect the mortgage-backed sector. The credit quality of some mortgage-backed bonds has declined due to the larger number of home defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and the Company believes all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in loan-backed securities are comprised of U.S. government-sponsored agency mortgage-backed securities for which the U.S. government is not directly obligated, and private label whole loan collateralized mortgage obligations. The unrealized losses on these securities are a result of the current market and economic conditions that affect the mortgage-backed sector. The credit quality of some mortgage-backed bonds has declined due to the larger number of home defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and the Company believes all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired. When the Company believes it will not receive all contractual cash flows, the securities are considered other-than-temporarily impaired.

At December 31, 2019 and 2018, investments with carrying values of approximately $3,013,000 and $3,463,000, respectively, were on deposit with state insurance departments as required by statute.

The Company has no direct exposure to subprime mortgage loans. An extensive pre-purchase analysis is performed on every loan-backed security. By purchasing only agency mortgage-backed securities and AAA collateralized mortgage-backed whole loan securities, direct exposure to sub-prime mortgages is virtually eliminated. The unrealized losses on these securities are a result of the current market and economic conditions that are affecting the mortgage-backed sector. The credit qualities on some mortgage-backed bonds have begun to decline due to the large number of home mortgage defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and only due slightly to a lessening of credit, the Company believes most contractual cash flows will be received.

There were no loan-backed securities that recognized OTTI in 2019 and there were no securities where the present value of cash flows expected to be collected are less than amortized cost basis.

**(5) Separate Accounts**

The Company utilizes Separate Accounts to record and account for variable annuity business. In accordance with the Insurance Code of the State of Oklahoma, variable annuities are supported for separate account classification by Title 36, Chapter 2, Section 6061. As of December 31, 2019 and 2018, the Company Separate Account statement included legally insulated assets of approximately $980,712,000 and $754,807,000, respectively, attributed to variable annuity contracts. The Separate Accounts held by the Company represent nonguaranteed variable annuity funds. The Company does not have a securities lending program.

The assets of these accounts are carried at fair market value. The net investment experience of the Separate Accounts is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of account value or premium paid. The minimum guaranteed death benefit reserve is held in Exhibit 5, Miscellaneous Reserves Section, of the Company’s general account annual statement.

| | | 2019 | 2018 |
|---|---|---|---|
| 1. Premiums, considerations, or deposits for year ended December 31 | $ | 83,929,810 | 75,230,630 |
| 2. Reserves at December 31: | | | |
| For accounts with assets at: | | | |
| a. Fair market value | $ | 980,712,323 | 754,806,790 |
| b. Amortized cost | | — | — |
| c. Total reserves | $ | 980,712,323 | 754,806,790 |
| 3. By withdrawal characteristics: | | | |
| a. Subject to discretionary withdrawal | $ | — | — |
| b. With market value adjustment | | — | — |
| c. At book value without market value adjustment and with current surrender charge of 5% or more | | — | — |
| d. At fair market value | | 980,712,323 | 754,806,790 |
| e. At book value without market value adjustment and with current surrender charge less than 5% | | — | — |
| f. Subtotal | | 980,712,323 | 754,806,790 |
| g. Not subject to discretionary withdrawal | | — | — |
| h. Total | $ | 980,712,323 | 754,806,790 |
| 4. Reserves for asset default risk in lieu of AVR | $ | — | — |

Reconciliation of net transfers to or (from) Separate Accounts.

| | | 2019 | 2018 |
|---|---|---|---|
| 1. Transfers as reported in the summary of operations of the separate accounts statements: | | | |
| a. Transfers to separate accounts | $ | 83,929,810 | 75,230,630 |
| b. Transfers from separate accounts | | 59,617,687 | 50,870,488 |
| c. Net transfers to or (from) separate accounts (a) – (b) | | 24,312,123 | 24,360,142 |
| 2. Reconciling adjustments: | | | |
| a Plus change in expense allowance and administration | | (2,439,214) | (262,768) |
| 3. AFA net transfer to the separate accounts (fn1) | | | |
| a. (1c) + (2) | $ | 21,872,909 | 24,097,374 |

## (6) Liability for Accident and Health Reserves

Accident and health reserve activity for the years ended December 31, 2019 and 2018 was as follows:

| | 2019 | 2018 |
|---|---|---|
| Liability beginning of year, net of reinsurance | $ 516,987,838 | 491,139,445 |
| Incurred related to: | | |
| Current year | 466,929,542 | 418,088,762 |
| Prior years | (22,280,175) | (30,974,899) |
| Total incurred | 444,649,367 | 387,113,863 |
| Paid related to: | | |
| Current year | 236,989,122 | 215,689,348 |
| Prior years | 162,281,917 | 145,576,122 |
| Total paid | 399,271,039 | 361,265,470 |
| Liability end of year, net of reinsurance | $ 562,366,166 | 516,987,838 |

Reinsurance recoverable on paid losses was approximately $2,838,000 and $3,162,000 at December 31, 2019 and 2018, respectively.

The provision for accident and health (A&H) benefits pertaining to prior years decreased approximately $22,280,000 in 2019 from the prior year estimate. This decrease overall includes better than expected experience of approximately $25,567,000 for group medical and disability and worse than expected experience of approximately $3,287,000 for individual A&H business. The increase for individual A&H, primarily cancer, is due to a lengthening of the tail in the claim runoff.

The provision for A&H benefits pertaining to prior years decreased approximately $30,975,000 in 2018 from the prior year estimate. This decrease overall includes better than expected experience of approximately $31,332,000 for group medical and disability and worse than expected experience of approximately $357,000 for individual A&H business. The increase for individual A&H, primary cancer, is due to a reserve increase due to a lengthening of the tail in the claim runoff and a one-time back payment on older diagnostic claims.

The Company paid approximately $2,619,000 and $259,000 in 2019 and 2018, respectively, to settle claims related to extra contractual obligations or bad faith claims stemming from lawsuits.

## (7) Borrowed Money

AFA has borrowed approximately $496,500,000 and $496,500,000 on the line of credit with the Federal Home Loan Bank of Topeka (FHLB) at December 31, 2019 and 2018, respectively. The line of credit is secured by investment securities and cash pledged as collateral by AFA with a carrying amount of approximately $517,000,000 and $582,111,000 at December 31, 2019 and 2018, respectively, which exceeds the collateral required for this line of credit. The pledged securities are held in the Company's name in a custodial account at United Missouri Bank, N.A. to secure current and future borrowings. To

participate in this available credit, AFA has acquired 227,956 shares of FHLB common stock with a total carrying value of approximately $23,146,000 and $22,795,600 at December 31, 2019 and 2018, respectively.

*FHLB Capital Stock*

| | 2019 | | |
|---|---|---|---|
| | General account | Separate accounts | Total |
| Membership stock – class A | $ 834,000 | — | 834,000 |
| Membership stock – class B | — | — | — |
| Activity stock | 21,842,500 | — | 21,842,500 |
| Excess stock | 469,500 | — | 469,500 |
| Total | $ 23,146,000 | — | 23,146,000 |
| Actual or estimate borrowing capacity as determined by the insurer | $ 521,934,270 | | |

*FHLB Capital Stock*

| | 2018 | | |
|---|---|---|---|
| | General account | Separate accounts | Total |
| Membership stock – class A | $ 500,000 | — | 500,000 |
| Membership stock – class B | — | — | — |
| Activity stock | 21,842,500 | — | 21,842,500 |
| Excess stock | 453,100 | — | 453,100 |
| Total | $ 22,795,600 | — | 22,795,600 |
| Actual or estimate borrowing capacity as determined by the insurer | $ 556,615,156 | | |

*FHLB Membership Stock (Class A and B) Eligible for Redemption*

| | Current year total | Not eligible for redemption | Less than 6 months | 6 months to 1 year | 1 to 3 years | 3 to 5 years |
|---|---|---|---|---|---|---|
| Class A | $ 834,000 | 500,000 | 334,000 | — | — | — |
| Class B | — | — | — | — | — | — |

*FHLB Borrowings*

FHLB has the option to convert the initial rate of interest to an adjustable rate of interest on many of these lines of credit on the dates listed in the following table. At any time after FHLB exercises its conversion option, the Company may prepay the advance in full or in part without a fee.

The Company has no unused lines of credit as of December 31, 2019 or 2018.

AFA had no structured note borrowings as of December 31, 2019 and 2018.

Information regarding the terms of the funds borrowed from FHLB are as follows:

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 | |
|---|---|---|---|---|---|
| | | | | 2019 | 2018 |
| 3.270 | — | 02/08/10 | 02/10/20 | 10,000,000 | 10,000,000 |
| 3.630 | — | 03/25/10 | 03/25/22 | 10,000,000 | 10,000,000 |
| 3.710 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.440 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.500 | — | 03/25/10 | 03/25/21 | 10,000,000 | 10,000,000 |
| 3.770 | — | 04/13/10 | 04/13/22 | 15,000,000 | 15,000,000 |
| 4.190 | — | 05/07/10 | 05/07/20 | 10,000,000 | 10,000,000 |
| 2.570 | — | 03/27/12 | 03/26/21 | 12,500,000 | 12,500,000 |
| 2.080 | — | 11/19/13 | 11/20/23 | 10,000,000 | 10,000,000 |
| 1.980 | — | 03/12/14 | 03/12/24 | — | 12,500,000 |
| 3.110 | — | 05/23/14 | 05/23/24 | 15,000,000 | 15,000,000 |
| 1.930 | — | 11/19/14 | 11/19/24 | — | 25,000,000 |
| 2.300 | — | 04/28/15 | 04/28/23 | 5,000,000 | 5,000,000 |
| 2.590 | — | 05/20/15 | 05/19/23 | 5,000,000 | 5,000,000 |
| 2.740 | — | 05/21/15 | 05/21/24 | 25,000,000 | 25,000,000 |
| 2.060 | — | 08/10/15 | 08/08/25 | 20,000,000 | 20,000,000 |
| 2.090 | — | 01/13/16 | 01/13/22 | 5,000,000 | 5,000,000 |
| 2.260 | — | 01/13/16 | 01/13/23 | 10,000,000 | 10,000,000 |
| 2.280 | — | 01/13/16 | 01/13/26 | 10,000,000 | 10,000,000 |
| 2.070 | — | 05/06/16 | 05/06/26 | 10,000,000 | 10,000,000 |
| 2.590 | — | 11/21/16 | 11/23/26 | 10,000,000 | 10,000,000 |
| 2.960 | — | 03/13/17 | 03/13/25 | 10,000,000 | 10,000,000 |
| 2.600 | — | 04/20/17 | 04/18/25 | 15,000,000 | 15,000,000 |
| 1.880 | — | 05/19/17 | 05/19/27 | 25,000,000 | 25,000,000 |
| 2.890 | — | 05/22/17 | 05/21/27 | 10,000,000 | 10,000,000 |
| 2.640 | — | 05/22/17 | 05/22/25 | 5,000,000 | 5,000,000 |
| 2.520 | — | 12/04/17 | 12/04/23 | 25,000,000 | 25,000,000 |
| 2.960 | — | 01/29/18 | 01/29/25 | 10,000,000 | 10,000,000 |
| 3.080 | — | 02/01/18 | 01/30/26 | 15,000,000 | 15,000,000 |
| 3.240 | — | 02/05/18 | 02/05/27 | 6,500,000 | 6,500,000 |

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 2019 | Balance at December 31 2018 |
|---|---|---|---|---|---|
| 3.300 | — | 03/07/18 | 03/05/27 | 25,000,000 | 25,000,000 |
| 3.280 | — | 03/12/18 | 03/12/26 | 10,000,000 | 10,000,000 |
| 2.760 | — | 04/23/18 | 04/24/28 | 5,000,000 | 5,000,000 |
| 3.020 | — | 04/30/18 | 04/30/21 | 5,000,000 | 5,000,000 |
| 2.990 | — | 06/01/18 | 06/01/21 | 15,000,000 | 15,000,000 |
| 2.720 | — | 06/01/18 | 05/31/19 | — | 10,000,000 |
| 2.750 | — | 07/30/18 | 07/30/19 | — | 10,000,000 |
| 2.780 | — | 07/30/18 | 07/31/28 | 7,500,000 | 7,500,000 |
| 2.930 | — | 07/30/18 | 07/31/28 | 7,500,000 | 7,500,000 |
| 2.690 | — | 08/31/18 | 08/30/19 | — | 20,000,000 |
| 2.670 | — | 09/07/18 | 09/06/19 | — | 10,000,000 |
| 2.840 | — | 03/12/19 | 03/12/24 | 12,500,000 | — |
| 1.900 | — | 05/30/19 | 05/29/20 | 10,000,000 | — |
| 2.050 | — | 07/30/19 | 07/30/20 | 10,000,000 | — |
| 1.900 | — | 08/30/19 | 08/28/20 | 20,000,000 | — |
| 1.900 | — | 09/06/19 | 09/04/20 | 10,000,000 | — |
| 1.880 | — | 11/19/19 | 11/19/20 | 25,000,000 | — |
| | | | | 496,500,000 | 496,500,000 |
| | | | Accrued Interest | 1,145,003 | 1,169,116 |
| | | | Total | $ 497,645,003 | 497,669,116 |

Interest paid in 2019 and 2018 was approximately $13,807,000 and $13,774,000, respectively, and is included in investment expenses in net investment income in the accompanying statutory statements of operations.

Scheduled maturities (excluding interest) of the above indebtedness at December 31, 2019 are as follows:

| | |
|---|---|
| 2020 | $ 115,000,000 |
| 2021 | 42,500,000 |
| 2022 | 30,000,000 |
| 2023 | 55,000,000 |
| 2024 | 52,500,000 |
| 2025 and thereafter | 201,500,000 |
| | $ 496,500,000 |

## (8) Income Taxes

The Company's net deferred tax assets (liabilities) at December 31 and the change from the prior year are comprised of the following components:

| | 2019 | | | 2018 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| Gross deferred tax assets | $ 92,972,084 | 894,046 | 93,866,130 | 82,838,147 | 905,797 | 83,743,944 | 10,133,937 | (11,751) | 10,122,186 |
| Statutory valuation allowance adjustments | — | — | — | — | — | — | — | — | — |
| Adjusted gross deferred tax assets | 92,972,084 | 894,046 | 93,866,130 | 82,838,147 | 905,797 | 83,743,944 | 10,133,937 | (11,751) | 10,122,186 |
| Deferred tax asset nonadmitted | 29,993,314 | — | 29,993,314 | 24,006,062 | — | 24,006,062 | 5,987,252 | — | 5,987,252 |
| Sub-total net admitted deferred tax assets | 62,978,770 | 894,046 | 63,872,816 | 58,832,085 | 905,797 | 59,737,882 | 4,146,685 | (11,751) | 4,134,934 |
| Deferred tax liabilities | 28,977,429 | 2,586,721 | 31,564,150 | 29,292,446 | 2,373,341 | 31,665,787 | (315,017) | 213,380 | (101,637) |
| Net admitted deferred tax assets (liabilities) | $ 34,001,341 | (1,692,675) | 32,308,666 | 29,539,639 | (1,467,544) | 28,072,095 | 4,461,702 | (225,131) | 4,236,571 |

Management has reviewed whether a valuation allowance is needed on its total gross deferred tax assets reported above based on factors such as past history and trends, projected taxable income, and expiration of carryforwards. Management believes that in 2019 and 2018 it is more likely than not that the results of operations will generate sufficient taxable income to realize its gross deferred tax assets on ordinary items. Additionally, in 2019 and 2018, management believes that there are sufficient capital gains available in its capital assets portfolio and that holding its fixed debt securities in a loss position to maturity or recovery substantiates the Company's ability to realize its gross deferred tax assets on capital items. As such, there was no statutory valuation allowance adjustments in 2019 or 2018.

The Company's admission calculation components at December 31, 2019 and 2018 are as follows:

| | 2019 | | | 2018 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| (a) Federal income taxes paid in prior years years recoverable through loss carrybacks | $ — | — | — | — | — | — | — | — | — |
| (b) Adjusted gross deferred tax assets expected to be realized (excluding the amount of deferred tax assets from (a) above) after application of the threshold limitation. (The lesser of (b)1 and (b)2 below): | | | | | | | | | |
| 1. Adjusted gross deferred tax assets expected to be realized following the balance sheet date | 32,308,666 | — | 32,308,666 | 28,072,095 | — | 28,072,095 | 4,236,571 | — | 4,236,571 |
| 2. Adjusted gross deferred tax assets allowed per limitation threshold | — | — | 76,797,954 | — | — | 71,573,078 | — | — | 5,224,876 |
| Lesser of b(1) or b(2) | 32,308,666 | — | 32,308,666 | 28,072,095 | — | 28,072,095 | 4,236,571 | — | 4,236,571 |
| (c) Adjusted gross deferred tax assets (excluding the amount of deferred tax assets from (a) and (b) above) offset by gross deferred tax liabilities | 30,670,104 | 894,046 | 31,564,150 | 30,759,990 | 905,797 | 31,665,787 | (89,886) | (11,751) | (101,637) |
| (d) Deferred tax assets admitted | | | | | | | | | |
| Total ((a) + (b) + (c )) | $ 62,978,770 | 894,046 | 63,872,816 | 58,832,085 | 905,797 | 59,737,882 | 4,146,685 | (11,751) | 4,134,934 |

| | 2019 | 2018 |
|---|---|---|
| Ratio percentage used to determine recovery period and threshold limitation amount | 736 % | 730 % |
| Amount of adjusted capital and surplus used to determine recovery period and threshold limitation in (b) 2 above | $ 549,873,977 | 517,531,960 |

As of December 31, the change in the net deferred income taxes is comprised of the following (this analysis is exclusive of the nonadmitted DTAs as the change in nonadmitted assets is reported separately from the change in net deferred income taxes in the statutory statements of capital and surplus):

| | | 2019 | 2018 | Change |
|---|---|---|---|---|
| Gross deferred tax assets | $ | 93,866,130 | 83,743,944 | 10,122,186 |
| Gross deferred tax liabilities | | 31,564,150 | 31,665,787 | (101,637) |
| Net deferred tax assets/liabilities | | 62,301,980 | 52,078,157 | 10,223,823 |
| Tax effect of unrealized (gains) losses | | (2,230,351) | (1,713,219) | (517,132) |
| Net deferred income taxes | $ | 64,532,331 | 53,791,376 | 10,740,955 |

The impact of the Company's tax planning strategies as of December 31 is as follows:

| | 2019 | | 2018 | | Change | |
|---|---|---|---|---|---|---|
| | Ordinary | Capital | Ordinary | Capital | Ordinary | Capital |
| Adjusted gross DTAs | $ 92,972,084 | 894,046 | 82,838,147 | 905,797 | 10,133,937 | (11,751) |
| Percentage of adjusted gross DTAs attributabe to the impact of tax planning strategies | — % | 1.0 % | — % | 1.1 % | — % | (0.1)% |
| Net admitted adjusted gross DTAs | $ 62,978,770 | 894,046 | 58,832,085 | 905,797 | 4,146,685 | (11,751) |
| Percentage of net admitted adjusted gross DTAs attributable to the impact of tax planning strategies | — % | 1.4 % | — % | 1.5 % | — % | (0.1)% |

None of the Company's tax-planning strategies include the use of reinsurance.

There are no temporary differences for which deferred tax liabilities are not recognized.

As of December 31, current income taxes incurred consist of the following major components:

| | | 2019 | 2018 | Change |
|---|---|---|---|---|
| Current federal income tax – operations | $ | 26,428,520 | 7,521,969 | 18,906,551 |
| Foreign income tax | | — | — | — |
| Subtotal | | 26,428,520 | 7,521,969 | 18,906,551 |
| Current federal income tax on capital gains taxes incurred | | 9,599,983 | (9,142,363) | 18,742,346 |
| Federal and foreign income taxes incurred | $ | 36,028,503 | (1,620,394) | 37,648,897 |

As of December 31, deferred income tax assets and liabilities consist of the following major components:

| | 2019 | 2018 | Change |
|---|---|---|---|
| Deferred tax assets: | | | |
| Ordinary: | | | |
| Discounting of unpaid losses | $ 13,936,983 | 13,084,755 | 852,228 |
| Policyholder reserves | 17,202,187 | 15,722,541 | 1,479,646 |
| Investments | — | 94,336 | (94,336) |
| Deferred acquisition costs | 41,842,231 | 37,295,387 | 4,546,844 |
| Fixed assets | 3,425,664 | 1,662,697 | 1,762,967 |
| Compensation and benefits accrual | 8,466,819 | 8,314,627 | 152,192 |
| Receivables – nonadmitted | 7,152,033 | 5,997,730 | 1,154,303 |
| Other | 946,167 | 666,074 | 280,093 |
| Subtotal | 92,972,084 | 82,838,147 | 10,133,937 |
| Nonadmitted | 29,993,314 | 24,006,062 | 5,987,252 |
| Admitted ordinary deferred tax assets | 62,978,770 | 58,832,085 | 4,146,685 |
| Capital: | | | |
| Investments | $ 894,046 | 905,797 | (11,751) |
| Admitted capital deferred tax assets | 894,046 | 905,797 | (11,751) |
| Admitted deferred tax assets | 63,872,816 | 59,737,882 | 4,134,934 |
| Deferred tax liabilities: | | | |
| Ordinary: | | | |
| Investments | 50,119 | — | 50,119 |
| Fixed Assets | 441,548 | 1,065,486 | (623,938) |
| Deferred and uncollected premium | 20,191,530 | 18,826,113 | 1,365,417 |
| Other | 8,294,232 | 9,400,847 | (1,106,615) |
| Subtotal | 28,977,429 | 29,292,446 | (315,017) |
| Capital: | | | |
| Investments | 2,586,721 | 2,373,341 | 213,380 |
| Deferred tax liabilities | 31,564,150 | 31,665,787 | (101,637) |
| Net deferred tax assets | $ 32,308,666 | 28,072,095 | 4,236,571 |

The following items are included in Other Ordinary Deferred Tax Liabilities:

| | 2019 | 2018 | Change |
|---|---|---|---|
| Change in reserve method | $ 8,120,624 | 9,293,554 | (1,172,930) |
| Other (items < 5% of total ordinary tax liabilities) | 173,608 | 107,293 | 66,315 |
| Total | $ 8,294,232 | 9,400,847 | (1,106,615) |

The Company's income tax incurred and change in deferred tax differ from the amount obtained by applying the federal statutory rate of 21% to income before income taxes and net realized capital gains (losses) as follows:

| | 2019 | Effective 2019 tax rate | 2018 | Effective 2018 tax rate |
|---|---|---|---|---|
| Income before taxes and realized captial gains (losses) | $ 116,562,409 | —% | $ 99,962,157 | —% |
| Income tax expense at 21% statutory rate | 24,478,106 | 21.00% | 20,992,053 | 21.0% |
| Increase (decrease) in tax resulting from: | | | | |
| Dividends received deduction | (892,301) | -0.7% | (844,403) | -0.7% |
| Nondeductible expenses for meals and other items | 718,929 | 0.7% | 977,116 | 1.0% |
| Management fees | (1,911,000) | -1.6% | (1,269,030) | -1.3% |
| Tax credits | (2,113,913) | -2.0% | (2,126,320) | -2.2% |
| Tax-exempt income | (703,032) | -0.6% | (105,065) | -0.1% |
| Tax adjustment for IMR | (1,411,179) | -1.1% | (1,243,173) | -1.1% |
| Deferred tax benefit on nonadmitted assets | (1,154,303) | -1.0% | 795,981 | 0.8% |
| Timing differences on realized gains and losses | 88,522 | —% | 4,047,322 | 3.9% |
| Prior year return to provision and amended return adjustments | (1,412,264) | -1.2% | (10,168,737) | -10.2% |
| Total income tax expected | $ 15,687,565 | 13.5% | $ 11,055,744 | 11.1% |
| Current income taxes incurred (excludes tax on net realized gains and losses) | $ 26,428,520 | 22.70% | $ 7,521,969 | 7.6% |
| Net change in deferred income taxes (excludes tax on unrealized gains and losses) | (10,740,955) | -9.2% | 3,533,775 | 3.5% |
| Total income tax reported | $ 15,687,565 | 13.50% | $ 11,055,744 | 11.1% |

The enactment of the Tax Cuts and Jobs Act of 2017 (Tax Act) materially impacted deferred income taxes in 2018 as a result of the tax rate change from 35% in 2017 to 21% in 2018 forward. During 2018, the pension redesignation from 2018 to 2017 and capital loss carryback from 2018 to prior years resulted in an additional 14% of current Federal income tax benefit. The Company generated a capital loss for tax purposes in 2018 of approximately $26,186,000 which was carried back to its 2015, 2016, and 2017 Federal income tax returns, resulting in an additional Federal income tax benefit of approximately $3,666,000 in 2018.

As of December 31, 2019, there are no operations loss deductions, capital loss, or tax credit carryforwards available for tax purposes.

The following are income taxes incurred in the current and prior years that will be available for recoupment in the event of future net losses:

| | Ordinary | Capital | Total |
|---|---|---|---|
| December 31, 2019 | $ — | 9,599,983 | 9,599,983 |
| December 31, 2018 | — | — | — |
| December 31, 2017 | — | 8,485,552 | 8,485,552 |

Due to the changes in Federal tax laws resulting from the enactment of the Tax Act on December 22,2017, the 3-year carry back of ordinary losses to the extent of ordinary income generated in the carry back years is no longer available. The 3-year carry back of losses is still allowed to the extent of capital gains generated in the carry back years. The amounts in this table represent the income tax incurred on capital gains in the current and prior years that will be available for recoupment in the event of future net capital losses.

As of December 31, 2019, there were no deposits admitted under Section 6603 of the Internal Revenue Code.

The Company is included in a consolidated federal income tax return with the following entities:

| | |
|---|---|
| American Fidelity Corporation | American Fidelity International Holdings, Inc. |
| American Public Life Insurance Company | AF Apartments, Inc. |
| American Fidelity Securities, Inc. | Market Place Realty Corporation |
| InvesTrust | American Fidelity Property Services, LLC |
| American Fidelity General Agency, Inc. | American Fidelity Community Services, Inc. |
| AF Professional Employment Group, LLC | Home Rentals Inc. |
| First Financial Securities of America, Inc. | Apple Creek Apartments, Inc. |
| American Fidelity Property Company | Alcott HR Group, LLC |
| American Fidelity Administrative Services, LLC | All In Sports & Entertainment, LLC |

The method of tax allocation between the companies is subject to a written agreement approved by the Board of Directors. Allocation is based on separate return calculations at the group's effective tax rate with current credit for net losses. Intercompany tax balances are settled annually.

The Company has no tax loss contingencies for which it is reasonably possible that the total liability will significantly increase within twelve months of the reporting date.

As of December 31, 2019, the Company did not owe or pay and Repatriation Transition Tax installments under the TCJA.

As of December 31, 2019, the Company has no AMT credit carryforward.

The Company files income tax returns in the U.S. federal jurisdiction and various states. The Company is no longer subject to U.S. federal income tax examinations for years prior to 2016 and state and local income tax examinations for years prior to 2015. The Company is not currently under examination by any taxing authority.

## (9) Reinsurance

Reinsurance contracts do not relieve the Company from its obligations to policyholders. Failure of reinsurers to honor their obligations could result in losses to the Company. The Company evaluates the financial condition of its reinsurers and monitors concentrations of credit risk arising from similar geographic regions, activities, or economic characteristics of the reinsurers to minimize its exposure to significant losses from reinsurer insolvencies. Management believes that all reinsurers presently used are financially sound and will be able to meet their contractual obligations; therefore, no significant allowance for uncollectible amounts has been included in the December 31, 2019 or 2018 statutory financial statements. Estimated amounts that reduce the reserves for future policy benefits at December 31, 2019 and 2018 for reinsurance ceded are approximately $1,085,529,000 and $1,094,467,000, respectively. At December 31, 2019 and 2018, amounts that reduced the reserves for future policy benefits of approximately $697,228,000 and $715,505,0000, respectively, were associated with one reinsurer (note 14).

At December 31, 2019 and 2018, the Company had unsecured aggregate recoverable from the following reinsurers for policy and contracts claims, paid and unpaid, that exceeds 3% of the Company's surplus, as follows:

| Group | 2019 | 2018 |
|---|---|---|
| Hannover Life Reassurance Company | $ 3,491,119 | 2,496,774 |
| Hannover Reassurance (Ireland) LTD | 18,472,006 | 16,372,259 |
| Total group | 21,963,125 | 18,869,033 |

Reinsurance agreements in effect for life insurance policies vary according to the age of the insured and the type of risk. Retention amounts for life insurance range from $250,000 on domestic individual life coverages to $500,000 on group life and Latin American individual life coverages, with slightly lower limits on accidental death benefits. At December 31, 2019 and 2018, the face amounts of life insurance in force that are reinsured amounted to approximately $7,421,897,000 and $7,759,000,000, respectively (approximately 24.3% and 27.0% of total life insurance in force, respectively).

Reinsurance agreements in effect for accident and health insurance policies vary with the type of coverage. There are no accident and health reinsurance treaties subject to retention limits.

The effects of reinsurance agreements on earned premiums, prior to deductions for benefits, and commission allowances are as follows for the years ended December 31, 2019 and 2018:

| | 2019 | 2018 |
|---|---|---|
| Reinsurance ceded | $ 209,700,052 | 207,564,634 |
| Reinsurance assumed | 58,091,200 | 52,646,255 |

Reinsurance agreements reduced benefits paid for life and accident and health policies by approximately $195,274,600 and $199,434,000 for the years ended December 31, 2019 and 2018, respectively.

## (10) Employee Benefit Plans

The Company participates in a pension plan (the Plan), sponsored by AFC, and is not directly liable for obligations under the Plan. The Plan covers all employees who have satisfied longevity and age requirements. The Company's funding policy is to contribute annually the maximum amount that can be deducted for federal income tax purposes. Contributions are intended to provide not only for benefits attributed to service to date, but also for those expected to be earned in the future. The Company contributed approximately $20,019,000 and $56,056,000 to the Plan during the years ended December 31, 2019 and 2018, respectively. AFC also offers certain postretirement benefits other than the Plan.

On September 12, 2018, the Company made an additional approximately $39,000,000 cash contribution over the required minimum contribution of approximately $17,506,000. This transaction allowed the Company to take advantage of the 14% differential in tax rate (35% vs 21%) by designating all 2018 payments as contributions for the 2017 Plan Year for the Plan and for Federal Income Tax purposes. This designation had to occur and be funded prior to the filing of the 2018 tax return. The additional contribution had a pretax impact of approximately $39,000,000. The tax benefits related to the election on required and additional contributions reduced the expense by approximately $16,038,000 causing a net decrease of approximately $22,962,000.

The Company participates in a defined-contribution thrift and profit sharing plan as provided under Section 401(a) of the Code, which includes the tax deferral feature for employee contributions provided by Section 401(k) of the Code. The Company contributed approximately $9,809,000 and $8,898,000 to this plan during the years ended December 31, 2019 and 2018, respectively.

## (11) Leases

The Company leases various properties to nonaffiliates under operating lease agreements, which expire or are cancelable within one year. The properties leased are included in the statutory statements of admitted assets, liabilities, and capital and surplus as investment real estate. Rental income on these properties is included in the statutory statements of operations as net investment income.

Investment real estate held for lease is as follows at December 31:

| | | 2019 | 2018 |
|---|---|---|---|
| Land and buildings, net of encumbrances | $ | 35,742,883 | 33,258,423 |
| Less accumulated depreciation | | (11,969,556) | (9,186,852) |
| Net investment real estate | $ | 23,773,327 | 24,071,571 |

The Company entered into a lease agreement with 9000 Broadway LLC, a related party, on December 31, 2012, and modified effective January 1, 2014. The balance due will be paid in monthly amounts of approximately $714,000 over the 20 year term of the lease.

**(12) Related-Party Transactions**

The Company paid cash dividends to AFC in the amount of approximately $60,000,000 during 2019 and $35,000,000 during 2018. There were no other transactions with affiliates in amounts, which exceeded one-half of one percent of the total admitted assets of the Company.

At December 31, 2019 and 2018, the Company reported approximately $6,514,000 and $6,033,000, respectively, as amounts due from AFC.

The Company leases office space from a subsidiary of AFC. The rent payments associated with this lease were approximately $10,107,000 and $9,593,000 in 2019 and 2018, respectively.

During 2017, 2016, and 2015 the Company entered into three-year software lease agreements with AFC. Lease expense related to these agreements was approximately $5,432,000 and $6,246,000 for the years ended December 31, 2019 and 2018, respectively, and is included in general insurance expenses.

The Company leases automobiles, furniture, and equipment from a partnership that owns a controlling interest in AFC. These operating leases are cancelable upon one month’s notice. During the years ended December 31, 2019 and 2018, payments under these leases were approximately $12,209,000 and $12,366,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFC provides certain services on a cost basis with no markup. During the years ended December 31, 2019 and 2018, the Company paid management fees to AFC totaling approximately $11,268,000 and $14,494,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Fidelity International (Bermuda) Ltd. (AFIBL). During the years ended December 31, 2019 and 2018, AFIBL paid management fees to AFA of approximately $3,078,000 and $2,103,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Public Life Insurance Company (APL). During the years ended December 31, 2019 and 2018, APL paid management fees to AFA of approximately $1,500,000 and $1,500,000, respectively.

During the years ended December 31, 2019 and 2018, the Company paid investment advisory fees to a partnership that owns a controlling interest in AFC totaling approximately $15,341,000 and $10,822,000, respectively.

**(13) Commitments and Contingencies**

Rent expense for the years ended December 31, 2019 and 2018 was approximately $26,464,000 and $25,583,000, respectively. A portion of rent expense relates to leases that expire or are cancelable within one year. The approximate aggregate minimum annual rental commitments as of December 31, 2019 under noncancelable long-term leases for office space are as follows:

| | | |
|---|---|---|
| 2020 | $ | 11,536,000 |
| 2021 | | 10,478,000 |
| 2022 | | 9,065,000 |
| 2023 | | 8,626,000 |
| 2024 | | 8,577,000 |
| 2025 and thereafter | | 40,282,000 |

The Company has outstanding mortgage loan commitments of approximately $40,825,000 and $16,288,000 at December 31, 2019 and 2018, respectively.

The Company is subject to state guaranty association assessments in all states in which it is licensed to do business. These associations generally guarantee certain levels of benefits payable to resident policyholders of insolvent insurance companies. Many states allow premium tax credits for all or a portion of such assessments, thereby allowing potential recovery of these payments over a period of years. However, several states do not allow such credits. The Company estimates its liabilities for guaranty association assessments by using the latest information available from the National Organization of Life and Health Insurance Guaranty Associations. The Company monitors and revises its estimates for assessments as additional information becomes available, which could result in changes to the estimated liabilities. As of December 31, 2019 and 2018, liabilities for guaranty association assessments totaled approximately $1,691,000 and $1,770,000, respectively. Other operating expenses related to state guaranty association assessments were minimal for the years ended December 31, 2019 and 2018.

In the normal course of business, there are various legal actions and proceedings pending against the Company and its subsidiaries. In management's opinion, the ultimate liability, if any, resulting from these legal actions will not have a material adverse effect on the Company's financial position.

**(14) Acquired Business – Mid-Continent Life Insurance Company**

Effective December 31, 2000, the Company entered into an assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, in his capacity as receiver of Mid-Continent Life Insurance Company (MCL) of Oklahoma City, Oklahoma. Under this agreement, the Company assumed MCL's policies in force, with the exception of a small block of annuity policies that was assumed effective January 1, 2001. In a concurrent reinsurance agreement, the Company ceded 100% of the MCL policies assumed to Hannover Life Reassurance Company of America. In 2002, this agreement was then transferred to Hannover Life Reassurance Company of Ireland (HLR). The agreement with HLR is a funds

$691,754,000 and $706,188,000 to HLR and maintaining a funds withheld liability at December 31, 2019 and 2018, respectively.

Under the terms of the agreement with the receiver, the Company has guaranteed that the amount of premiums charged under the assumed “Extra-Life” contracts will not increase during the 17-year period beginning December 31, 2000 and will only increase thereafter if certain conditions are met. In 2018, the Company demonstrated to the Oklahoma Department of Insurance that those certain conditions had been met and the Company implemented a 10% rate increase and in July of 2019 the Company implemented an 11% rate increase. The Company has also guaranteed that the current dividend scale on the assumed “Extra-Life” contracts shall not be reduced or eliminated during the five-year period beginning December 31, 2000. Beginning January 1, 2006, the dividends on the assumed “Extra-Life” contracts are no longer guaranteed pursuant to the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma.

As required by the terms of the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, the Company and HLR agreed that a Supplemental Policyholder Reserve (SPR) would be established. The initial SPR is equal to the net of the assets and liabilities received from MCL under the assumption agreement, less amounts ceded to other reinsurance carriers. The SPR is 100% ceded to HLR.

The purpose of the SPR is to provide additional protection to the MCL policyholders against premium increases and to ensure that profits are recognized over the lives of the underlying policies, rather than being recognized up front. The method for calculation of the initial SPR was specified precisely in the agreement with the receiver. The method for calculating the SPR for periods beyond the purchase date was developed by the Company, as this reserve is not otherwise required statutorily or under existing actuarial valuation guidance. The SPR is divided into two parts: (a) an additional reserve for future benefits, which is an estimate of the amount needed, in addition to the policy reserves and liability for future dividends, to fund benefits assuming there are no future premium rate increases, and (b) an additional reserve for future estimated profit, which represents the profit the Company expects to earn on this business over the lives of the underlying policies. The SPR is reprojected each year to recognize current and future profits as a level percentage of future projected required capital amounts each year, resulting in a level return on investment. Any remaining SPR will not automatically be released after the premium guarantee period of 17 years because the SPR is to be held until there is an actuarial certainty that premium rate increases will not be needed. The calculation of the SPR is subject to significant volatility, as it is highly dependent upon assumptions regarding mortality, lapse experience, and investment return. Small shifts in any of these underlying assumptions could have a dramatic impact on the value of the SPR. The SPR was approximately $343,509,000 and $357,847,000 for 2019 and 2018, respectively.

Under the terms of the agreement with HLR, HLR has agreed to share future profits on a 50/50 basis with the Company through an experience refund account. The experience refund account is calculated as premium income plus investment income less reserve increases (including the SPR), benefits paid, and administrative expense allowances paid to the Company and is settled on a quarterly basis. Losses are not shared on a 50/50 basis, except to the extent that a net loss in the experience account at the end of a quarter carries forward to future quarters. There was no experience refund earned by the Company in 2019 and 2018. Due to the nature of a funds withheld reinsurance arrangement, the components of the experience refund calculation are reported as separate components in the accompanying summary of operations. Premium income, reserve increases, and benefits paid related to this block are reported as

reductions of premium income, changes in reserves, and benefits for reinsurance ceded, as required by the terms of the agreement. Investment income on the funds withheld is included in AFA's investment income, and administrative expense allowances paid to AFA are reported as a reduction of AFA's expense. The impact of ceding investment income on funds withheld is reported as a reduction of net investment income in the accompanying summary of operations.

**(15) Life Contracts – Premiums**

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2019 were as follows:

| | Gross | Net of loading |
|---|---|---|
| Ordinary new business | $ 23,862,178 | 2,339,815 |
| Ordinary renewal | 55,902,416 | 42,487,089 |
| Group life | 97,401 | 97,401 |
| Total | $ 79,861,995 | 44,924,305 |

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2018 were as follows:

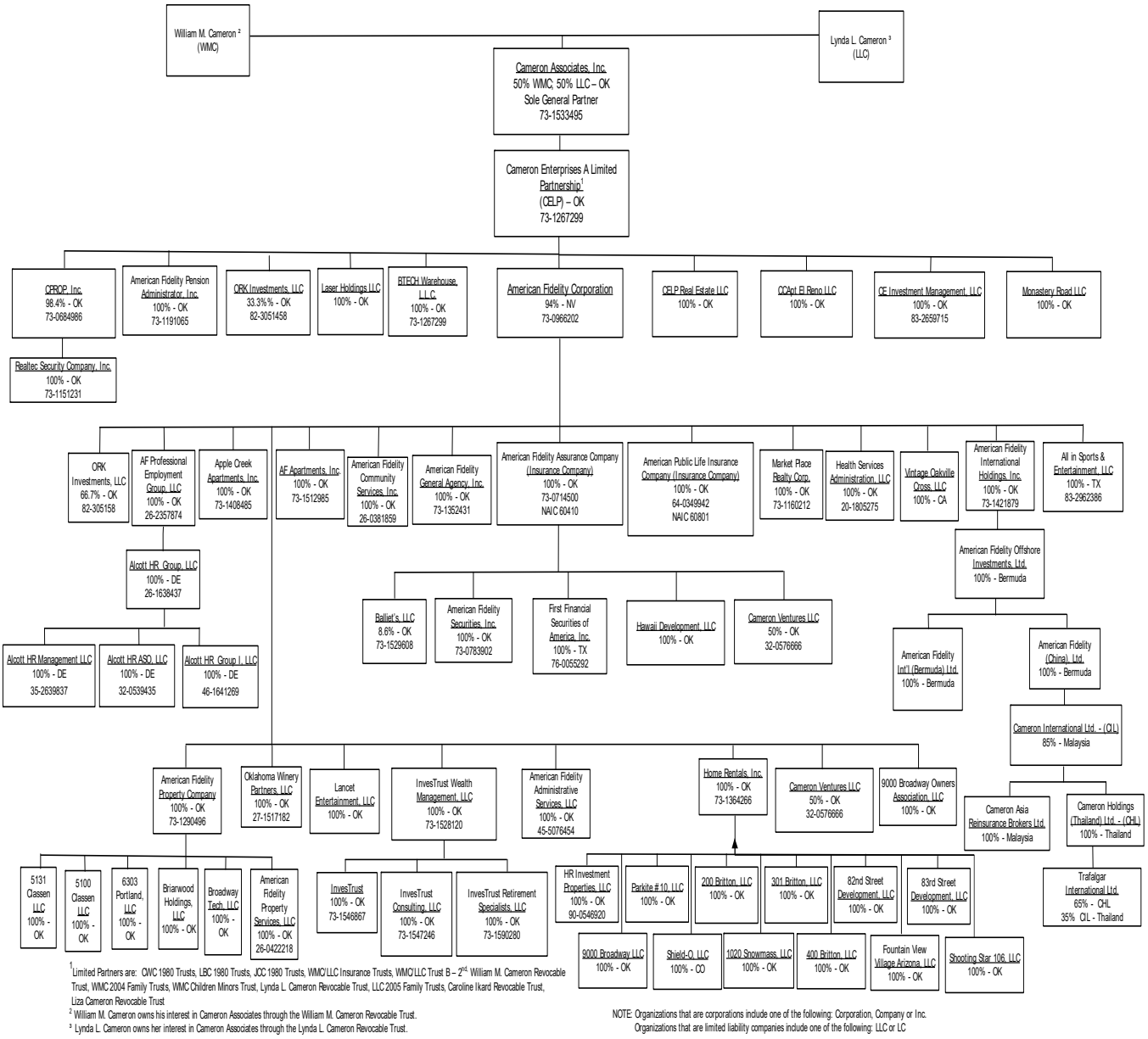
| | Gross | Net of loading |
|---|---|---|
| Ordinary new business | $ 22,491,514 | 2,118,863 |
| Ordinary renewal | 45,199,738 | 36,110,684 |
| Group life | 91,343 | 91,269 |
| Total | $ 67,782,595 | 38,320,816 |

**(16) Managing General Agents and Third-Party Administrators**

There are no MGA or TPA arrangements with direct written premium greater than 5% of surplus at December 31, 2019 and 2018 respectively. Total aggregate direct written premium was approximately $51,120,000 and $58,646,000 at December 31, 2019 and 2018, respectively.

## (17) Affiliated Entities

The following is a summary of the significant ownership and affiliated entity relationships that existed at December 31, 2019




[1] Limited Partners are: OWC 1980 Trusts, LBC 1980 Trusts, JCC 1980 Trusts, WMC/LLC Insurance Trusts, WMC/LLC Trust B – 2nd, William M. Cameron Revocable Trust, WMC 2004 Family Trusts, WMC Children Minors Trust, Lynda L. Cameron Revocable Trust, LLC 2005 Family Trusts, Caroline Ikard Revocable Trust, Liza Cameron Revocable Trust

[2] William M. Cameron owns his interest in Cameron Associates through the William M. Cameron Revocable Trust.

[3] Lynda L. Cameron owns her interest in Cameron Associates through the Lynda L. Cameron Revocable Trust.

NOTE: Organizations that are corporations include one of the following: Corporation, Company or Inc.
Organizations that are limited liability companies include one of the following: LLC or LC

## (18) Reconciliations

Reconciliations of capital and surplus and net income on a GAAP basis to the amounts included in the accompanying statutory financial statements for the years ended December 31, 2019 and 2018 are as follows (in thousands):

| | Net income, year ended December 31 | | Capital and surplus, at December 31 | |
|---|---|---|---|---|
| | **2019** | **2018** | **2019** | **2018** |
| Amounts as reported on statutory basis | $ 90,280 | 98,889 | 544,295 | 505,226 |
| Adjustments: | | | | |
| Deferred policy acquisition costs | 48,006 | 50,098 | 719,167 | 681,183 |
| Policy benefit reserves | (848) | (19,647) | (21,232) | (21,705) |
| Deferred federal income taxes | 1,224 | (9,098) | (146,917) | (102,268) |
| Due and deferred premiums | (4,190) | (1,050) | (24,820) | (25,722) |
| Nonadmitted assets | — | — | 25,842 | 26,162 |
| Asset valuation reserve | — | — | 37,888 | 40,378 |
| Invested assets | — | (74,834) | 277,076 | (11,564) |
| Funds withheld derivative | 27,186 | 75,661 | (132,630) | (47,099) |
| Other, net | 34 | (823) | 62,597 | 32,997 |
| Amounts on a GAAP basis for consolidated presentation | $ 161,692 | 119,196 | 1,341,266 | 1,077,588 |

## (19) Guaranty Assessments

As of December 31, 2019, American Fidelity Assurance Company did not receive notice of any assessments that would have a material financial impact.

The amount of recognized liabilities under SSAP No. 35R is approximately $1,691,000 and the related asset for premium tax credits is approximately $772,000. The Company expects that the assessments would be billed and paid over the next year and the majority of the premium tax offsets would be realized over the next five years after that.

| | | |
|---|---|---|
| Assets recognized from paid and accrued premium tax offsets and policy surcharges prior year-end | $ | 4,229,571 |
| Decreases current year: | | |
| Premium tax offset applied | | 857,261 |
| Payments on insolvencies which were set up as payables prior to the current year | | 354,932 |
| Increases current year: | | |
| Assessment payments less refunds on insolvencies billed during the current year | | 403,052 |
| Adjusted the liability to remove payments on insolvencies which are no longer part of the projected liability | | 4,160 |
| Increase in the estimated assessment liability based on the new projections at the end of the current year | | 134,136 |
| Assets recognized from paid and accrued premium tax offsets and policy surcharges current year-end | $ | 3,558,725 |

## (20) Subsequent Events

The Company has evaluated events subsequent to December 31, 2019 and through April 13, 2020 the date on which the audited financial statements were issued. The Company's exposure to risk and impact from COVID-19 is being analyzed at every level. Our product mix does not currently have comprehensive medical coverage as we primarily sell supplemental products. Our reserves have proved to be adequate under a wide variety of interest rates and stress tests. At this point, we have no reason to believe that normal reserves will not be adequate to cover impacts of COVID-19. Due to our product mix, we believe that the claim impact, if any due to the virus itself will be very minor. However, if these events would trigger a recession, we could see the potential for additional claims (and claim reserves) in our disability lines. The Company is modeling various stress scenarios for all potentially impacted areas and will monitor outcomes

monthly of all financial impacts. Our investments portfolio is very high credit quality, and as noted earlier in footnote 1(l), Capital and Surplus, our liquidity level is substantial for the Company, with additional sources at the AFC level. Monitoring at every level will continue as long as deemed necessary.

**Schedule 1**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Selected Financial Data

December 31, 2019

| | | |
|---|---|---|
| Investment income earned: | | |
| Government bonds | $ | 1,655,900 |
| Other bonds (unaffiliated) | | 180,327,149 |
| Preferred stocks (unaffiliated) | | 806,724 |
| Common stocks (unaffiliated) | | 15,418 |
| Mortgage loans | | 23,788,064 |
| Real estate | | 7,436,798 |
| Premium notes, policy loans, and liens | | 2,981,784 |
| Cash on hand and on deposit | | 1,850,855 |
| Other invested assets | | 492,719 |
| Aggregate write-ins for investment income | | 833,664 |
| Gross investment income | $ | 220,189,075 |
| Real estate owned – book value | $ | 23,773,327 |
| Mortgage loans – book value: | | |
| Commercial mortgages | $ | 550,520,170 |
| Total mortgage loans | $ | 550,520,170 |
| Mortgage loans by standing – book value: | | |
| Good standing | $ | 550,520,170 |
| Other long-term invested assets – statement value | | 55,443,823 |
| Bonds and stocks of parents, subsidiaries, and affiliates – book value: | | |
| Common stocks | | 1,335,908 |
| Bonds and short-term investments by class and maturity: | | |
| Bonds and short-term investments by maturity – statement value: | | |
| Due within 1 year | $ | 135,001,333 |
| Over 1 year through 5 years | | 636,364,919 |
| Over 5 years through 10 years | | 1,371,073,254 |
| Over 10 years through 20 years | | 962,131,490 |
| Over 20 years | | 1,269,834,439 |
| Total by maturity | $ | 4,374,405,435 |
| Bonds and short-term investments by class – statement value: | | |
| Class 1 | $ | 3,070,430,501 |
| Class 2 | | 1,281,103,325 |
| Class 3 | | 20,233,781 |
| Class 4 | | — |
| Class 5 | | — |
| Class 6 | | 2,637,828 |
| Total by class | | 4,374,405,435 |
| Total bonds and short-term investments publicly traded | | 3,258,139,579 |
| Total bonds and short-term investments privately placed | $ | 1,116,265,856 |



(Continued)

**Schedule 1**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Selected Financial Data

December 31, 2019

| | |
|---|---|
| Common stocks – fair value (investments in affiliates at equity value) | $ 25,076,928 |
| Cash on hand and on deposit | 289,209,412 |
| Life insurance in force (net): | |
| Ordinary | 22,167,190,000 |
| Group life | 965,095,000 |
| Amount of accidental death insurance in force under ordinary policies (net) | 5,407,762 |
| Life insurance policies with disability provisions in force (net): | |
| Ordinary | 2,207,391,000 |
| Group life | 54,367,000 |
| Supplementary contracts in force (net): | |
| Ordinary – not involving life contingencies: | |
| Amount on deposit | 88,544 |
| Income payable | 5,197,800 |
| Ordinary – involving life contingencies (net): | |
| Income payable | 2,275,111 |
| Annuities: | |
| Ordinary: | |
| Immediate – amount of income payable | $ — |
| Deferred – fully paid account balance | 1,209,364,835 |
| Group: | |
| Immediate – amount of income payable | — |
| Accident and health insurance – premiums in force: | |
| Ordinary | 370,353,586 |
| Group | 625,173,268 |
| Deposit funds and dividend accumulations: | |
| Deposit funds – account balance | 7,009 |
| Dividend and coupon accumulations – account balance | 203,817 |
| Claims payments: | |
| Other accident and health: | |
| 2019 | 115,765,355 |
| 2018 | 73,462,849 |
| 2017 | 12,747,903 |
| 2016 | 5,140,810 |
| 2015 | 3,657,023 |
| Prior | 20,271,404 |
| Group accident and health: | |
| 2019 | 121,223,767 |
| 2018 | 37,620,920 |
| 2017 | 4,552,340 |
| 2016 | 1,804,630 |
| 2015 | 984,400 |
| Prior | 2,039,638 |

See accompanying independent auditors' report.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2019

1. Total admitted assets, excluding separate accounts: $5,676,112,404

2. The Company's 10 largest exposures to a single issuer/borrower/investment, excluding U.S. government, U.S. government agency securities, and those U.S. government money market funds listed in the Appendix to the NAIC SVO Purposes and Procedures Manual as exempt, property occupied by the Company, and policy loans at December 31, 2019 are as follows:

| Investment category | Amount | Percentage of total admitted assets |
|---|---|---|
| PepsiCo, Inc | $ 29,479,874 | 0.519% |
| Intl Business Machines Corp | 28,885,307 | 0.509% |
| Apple Inc | 28,472,524 | 0.502% |
| Mars, Inc | 28,115,280 | 0.495% |
| Prudential Financial, Inc | 27,472,399 | 0.484% |
| Bristol-Myers Squibb Company | 27,446,650 | 0.484% |
| Comcast Corp | 26,500,864 | 0.467% |
| Exxon Mobil Corporation | 26,482,847 | 0.467% |
| Target Corporation | 25,759,012 | 0.454% |
| Burlington Northern Santa Fe | 25,355,314 | 0.447% |

3. The Company's investments in bonds, short-term investments, and preferred stocks by NAIC rating at December 31, 2019 are as follows:

| Bonds, short-term investments, and preferred stocks | Amount | Percentage of total admitted assets |
|---|---|---|
| NAIC-1 | $ 3,072,310,751 | 54.127% |
| NAIC-2 | 1,296,556,305 | 22.842% |
| NAIC-3 | 20,336,397 | 0.358% |
| NAIC-4 | — | 0.000% |
| NAIC-5 | — | 0.000% |
| NAIC-6 | 2,849,048 | 0.050% |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2019

4. Assets held in foreign investments:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Are assets held in foreign investments less than 2.5% of the reporting entity's total admitted assets? | | Yes ( ) No (X ) |
| Total admitted assets held in foreign investment | $ 496,578,839 | 8.749% |
| Foreign-currency-denominated investments | — | — |
| Insurance liabilities denominated in that same foreign currency | — | — |

5. Aggregate foreign investment exposure categorized by NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC-1 | $ 455,873,361 | 8.031% |
| Countries rated NAIC-2 or below | 40,705,478 | 0.717% |

6. Largest foreign investment exposures by country, categorized by the country's NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC – 1: | | |
| Country 1: Australia | $ 94,410,887 | 1.663% |
| Country 2: Netherlands | 85,494,186 | 1.506% |
| Countries rated NAIC – 2 or below: | | |
| Country 1: Mexico | $ 20,846,925 | 0.367% |
| Country 2: Panama | 13,889,683 | 0.245% |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2019

10. Ten largest nonsovereign (i.e., nongovernmental) foreign issues:

| Issuer | Amount | Percentage of total admitted assets |
|---|---|---|
| Shell International Fin** | $ 30,223,770 | 0.532% |
| Mitsubishi UFJ Finance Group** | 23,666,761 | 0.417% |
| Siemens Financieringsmat** | 22,361,487 | 0.394% |
| Tencent Holdings Ltd.** | 15,043,330 | 0.265% |
| Ausgrid Finance Pty Ltd** | 11,995,722 | 0.211% |
| NSW | 11,000,000 | 0.194% |
| Total Capital International SA | 10,539,794 | 0.186% |
| BIB | 10,000,000 | 0.176% |
| ING Groep N.V.** | 9,996,898 | 0.176% |
| Reckitt Benckiser Tsy** | 9,976,714 | 0.176% |

16a. The aggregate mortgage interest represents the combined value of all mortgages secured by the same property or same group of properties. Each of the Company's 10 largest aggregate mortgage interests at December 31, 2019 are as follows:

| Type (commercial) | Amount | Percentage of total admitted assets |
|---|---|---|
| Crown Equipment | $ 15,872,161 | 0.280% |
| Waterloo Devon | 14,506,695 | 0.256% |
| H.R. Developers | 13,498,949 | 0.238% |
| CE Enterprise Partners | 13,042,750 | 0.230% |
| ZP No. 17, LLC | 10,899,541 | 0.192% |
| Daboo, LLC | 10,699,923 | 0.189% |
| River Oaks Properties | 10,431,596 | 0.184% |
| RCG U-45 Hayward | 8,651,107 | 0.152% |
| Apollo Partners LP | 8,448,857 | 0.149% |
| Susan A Cox | 8,108,543 | 0.143% |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2019

16b. The Company's mortgage loans have the following loan-to-value ratios as determined from the most current appraisal as of the annual statement date:

| | Loan-to-value | Commercial | Percentage of total admitted assets |
|---|---|---|---|
| i. | above 95% | $ — | — % |
| ii. | 91% to 95% | — | — |
| iii. | 81% to 90% | — | — |
| iv. | 71% to 80% | 9,218,175 | 0.162% |
| v. | below 70% | 541,301,995 | 9.536% |

Items 7 through 9, 11 through 15, 17a, and 18 through 23 are not applicable to the Company.

See accompanying independent auditors' report.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2019

| Investment categories | Gross investment holdings | | Admitted assets as reported in the annual statement | |
|---|---|---|---|---|
| | Amount | Percentage | Amount | Percentage |
| Bonds: | | | | |
| U.S. Governments | $ 3,978,923 | 0.074% | $ 3,978,923 | 0.074% |
| All Other Governments | 28,084,114 | 0.521% | $ 28,084,114 | 0.521% |
| U.S. States, Territories and Possessions, etc., Guaranteed | 694,369,970 | 12.875% | 694,369,970 | 12.875% |
| U.S. Special Revenue and Special Assessment Obligations, etc., Non-Guaranteed | 1,076,795,506 | 19.966% | 1,076,795,506 | 19.966% |
| Industrial and Miscellaneous | 2,571,176,922 | 47.674% | 2,571,176,922 | 47.674% |
| Preferred Stocks: | | | | |
| Industrial and Misc. (Unaffiliated) | 17,647,066 | 0.327% | 17,647,066 | 0.327% |
| Common Stocks: | | | | |
| Industrial and Miscellaneous Publicly Traded (Unaffiliated) | 462,488 | 0.009% | 462,488 | 0.009% |
| Industrial and Miscellaneous Other (Unaffiliated) | 23,146,000 | 0.429% | 23,146,000 | 0.429% |
| Parent, Subsidiaries and Affiliates Other | 1,335,908 | 0.025% | 1,335,908 | 0.025% |
| Mutual Funds (Unaffiliated) | 132,532 | 0.002% | 132,532 | 0.002% |



(Continued)

Schedule 3

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2019

| Investment categories | Gross investment holdings | | Admitted assets as reported in the annual statement | |
|---|---|---|---|---|
| | Amount | Percentage | Amount | Percentage |
| Mortgage loans: | | | | |
| Commercial Mortgages | $ 550,520,170 | 10.208% | $ 550,520,170 | 10.208% |
| Real estate investments: | | | | |
| Property Held for Production of Income | 23,773,327 | 0.441% | 23,773,327 | 0.441% |
| Cash, Cash Equivalents, and Short-term Investments | | | | |
| Cash | 289,209,412 | 5.362% | 289,209,412 | 5.362% |
| Contract Loans | 56,447,154 | 1.047% | 56,447,154 | 1.047% |
| Receivables for Securities | 709,026 | 0.013% | 709,026 | 0.013% |
| Other Invested Assets | 55,443,823 | 1.028% | 55,443,823 | 1.028% |
| Total Invested Assets | $ 5,393,232,341 | 100% | $ 5,393,232,341 | 100% |

See accompanying independent auditors' report.

# AMERICAN FIDELITY ASSURANCE COMPANY

Statutory Financial Statements and Schedules

December 31, 2017 and 2016

(With Independent Auditors' Report Thereon)

## Independent Auditors' Report

To the Board of Directors
American Fidelity Assurance Company:

We have audited the accompanying financial statements of American Fidelity Assurance Company (the Company), which comprise the statutory statements of admitted assets, liabilities, and capital and surplus as of December 31, 2017 and 2016, and the related statutory statements of operations, capital and surplus, and cash flow for the years then ended, and the related notes to the statutory financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in note 1 to the statutory financial statements, the financial statements are prepared by the Company using statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a basis of accounting other than U.S. generally accepted accounting principles. Accordingly, the financial statements are not intended to be presented in accordance with U.S. generally accepted accounting principles.

The effects on the financial statements of the variances between the statutory accounting practices and U.S. generally accepted accounting principles also are described in note 19.

**Adverse Opinion on U.S. Generally Accepted Accounting Principles**

In our opinion, because of the significance of the variances between statutory accounting practices and U.S. generally accepted accounting principles discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statements referred to above do not present fairly, in accordance with U.S. generally accepted accounting principles, the financial position of American Fidelity Assurance Company as of December 31, 2017 and 2016, or the results of its operations or its cash flows for the years then ended.

**Opinion on Statutory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the admitted assets, liabilities, and capital and surplus of American Fidelity Assurance Company as of December 31, 2017 and 2016, and the results of its operations and its cash flow for the years then ended, in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department described in note 1.

**Other Matter**

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included in the supplemental schedules of selected financial data, investment risk interrogatories, and summary schedule of investments, is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the Oklahoma Insurance Department. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

/s/KPMG LLP

Oklahoma City, Oklahoma
April 19, 2018

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2017 and 2016

| Admitted Assets | 2017 | 2016 |
|---|---|---|
| Cash and invested assets: | | |
| Bonds, at amortized cost (fair value: $4,259,537,835 and $3,998,585,286 in 2017 and 2016, respectively) | $ 4,043,435,952 | 3,874,796,569 |
| Preferred stocks, at cost (fair value: $5,162,340 and $4,917,320 in 2017 and 2016, respectively) | 4,211,220 | 4,211,220 |
| Common stocks, at fair value (cost: $13,382,865 and $14,126,581 in 2017 and 2016, respectively) | 23,252,191 | 23,169,690 |
| Common stock, investment in affiliates at equity value | 962,932 | 880,238 |
| Mortgage loans on real estate | 480,274,494 | 442,601,524 |
| Investment real estate, at cost (less accumulated depreciation of $8,457,362 and $6,293,343 in 2017 and 2016, respectively, and less encumbrances of $32,803,503 and $13,866,070 in 2017 and 2016, respectively) | 20,496,168 | 10,066,258 |
| Policy loans | 55,266,258 | 53,218,030 |
| Cash and short-term investments, at cost, which approximates fair value | 241,831,403 | 143,509,947 |
| Other invested assets | 23,105,556 | 22,412,589 |
| Total cash and invested assets | 4,892,836,174 | 4,574,866,065 |
| Life insurance premiums and annuity considerations deferred and uncollected | 38,791,158 | 34,697,971 |
| Accident and health premiums due and unpaid | 51,829,866 | 49,353,222 |
| Investment income due and accrued | 40,109,898 | 40,160,883 |
| Amounts recoverable from reinsurers | 1,275,751 | 2,218,140 |
| Other receivables under reinsurance contracts | 11,558,586 | 12,027,490 |
| Equipment, at cost (less accumulated depreciation of $313,482 in 2017 and $102,467 in 2016) | 336,914 | 943,266 |
| Deferred tax assets | 24,838,194 | 38,338,826 |
| Other assets | 53,368,892 | 46,121,395 |
| Separate Accounts' assets | 781,742,340 | 648,033,770 |
| Total admitted assets | $ 5,896,687,773 | 5,446,761,028 |

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2017 and 2016

| Liabilities and Capital and Surplus | 2017 | 2016 |
|---|---|---|
| Aggregate reserves: | | |
| Life policies and contracts | $ 2,328,051,699 | 2,204,233,575 |
| Accident and health policies | 661,508,564 | 603,063,432 |
| Total aggregate reserves | 2,989,560,263 | 2,807,297,007 |
| Policy and contract claims reserves | 106,663,883 | 120,857,902 |
| Liability for premiums and other deposit funds | 8,925,655 | 9,418,602 |
| Remittances and items not allocated | 19,868,845 | 19,786,365 |
| General insurance expenses, taxes, licenses, and fees due or accrued | 83,886,053 | 81,916,342 |
| Funds held under coinsurance | 724,753,162 | 732,348,589 |
| Other liabilities | 252,992,978 | 114,744,886 |
| Borrowed money | 497,670,254 | 497,755,108 |
| Separate Accounts' liabilities | 781,742,340 | 648,033,770 |
| Total liabilities | 5,466,063,433 | 5,032,158,571 |
| Capital and surplus: | | |
| Common stock, par value $10 per share, 250,000 shares authorized, issued, and outstanding | 2,500,000 | 2,500,000 |
| Additional paid-in capital | 5,887,698 | 5,804,686 |
| Unassigned surplus | 422,236,642 | 406,297,771 |
| Total capital and surplus | 430,624,340 | 414,602,457 |
| Commitments and contingencies | | |
| Total liabilities and capital and surplus | $ 5,896,687,773 | 5,446,761,028 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Operations

Years ended December 31, 2017 and 2016

| | 2017 | 2016 |
|---|---|---|
| Income: | | |
| Life insurance premiums and annuity considerations | $ 277,014,197 | 269,132,871 |
| Accident and health insurance premiums | 680,365,036 | 637,451,328 |
| Net investment income (less investment expenses of $33,617,790 and $32,288,799 in 2017 and 2016, respectively) | 178,067,273 | 175,492,628 |
| Commissions and expense allowances on reinsurance ceded | (9,320,885) | (11,980,402) |
| Other income | 48,092,873 | 44,734,212 |
| Total income | 1,174,218,494 | 1,114,830,637 |
| Benefits and other deductions: | | |
| Death benefits and matured endowments | 25,688,445 | 27,772,465 |
| Annuity benefits | 8,606,590 | 9,017,760 |
| Accident and health and disability benefits | 319,679,930 | 279,479,902 |
| Interest and adjustments on policy or deposit-type contract funds | 413,696 | 315,282 |
| Other benefits to policyholders and beneficiaries | 121,165,678 | 106,659,685 |
| Increase in aggregate reserves for future policy benefits | 182,263,256 | 219,515,930 |
| Commissions on premiums and annuity considerations | 132,173,398 | 120,283,886 |
| Commissions and expense allowances on reinsurance assumed | 13,378,325 | 12,339,862 |
| General insurance expenses, taxes, licenses, and fees | 261,853,121 | 231,436,106 |
| Other | 6,765,911 | 1,129,201 |
| Total benefits and other deductions | 1,071,988,350 | 1,007,950,079 |
| Net gain from operations before federal income taxes and net realized capital gains (losses) | 102,230,144 | 106,880,558 |
| Federal income taxes | 31,554,611 | 32,030,414 |
| Net gain from operations before net realized capital gains (losses) | 70,675,533 | 74,850,144 |
| Net realized capital gains (losses), net of federal income tax expense of $9,447,403 and $7,278,712 in 2017 and 2016, respectively (excluding gains of $16,242,903 and $12,699,868 transferred to the interest maintenance reserve in 2017 and 2016, respectively | (4,477,008) | 1,584,125 |
| Net income | $ 66,198,525 | 76,434,269 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Capital and Surplus

Years ended December 31, 2017 and 2016

| | | 2017 | 2016 |
|---|---|---|---|
| Capital and surplus, beginning of year | $ | 414,602,457 | 408,497,516 |
| Net income | | 66,198,525 | 76,434,269 |
| Change in net unrealized capital gains, net of tax benefit (expense) of $607,835 and ($258,915) for 2017 and 2016, respectively | | 2,203,033 | 431,579 |
| Change in net deferred taxes | | (32,231,203) | 4,865,153 |
| Change in nonadmitted assets | | 18,927,609 | (19,814,729) |
| Change in asset valuation reserve | | (2,673,790) | (6,297,898) |
| Dividends to stockholder | | (35,000,000) | (45,000,000) |
| Change in liability for reinsurance in unauthorized companies | | (1,252,401) | 381,660 |
| Correction of error, net of tax expense of $0 and $2,528,052 for 2017 and 2016, respectively (note 1) | | — | (5,855,896) |
| Other changes | | (149,890) | 960,803 |
| Net change in capital and surplus | | 16,021,883 | 6,104,941 |
| Capital and surplus, end of year | $ | 430,624,340 | 414,602,457 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Cash Flow

Years ended December 31, 2017 and 2016

| | 2017 | 2016 |
|---|---|---|
| Premiums and annuity considerations, net of reinsurance | $ 939,495,468 | 900,614,869 |
| Allowances and reserve adjustments on reinsurance ceded | (9,320,885) | (11,980,402) |
| Investment income received | 177,655,461 | 174,392,452 |
| Other income | 41,853,449 | 40,229,702 |
| Life and accident and health claims paid | (355,803,263) | (336,633,908) |
| Surrender benefits and other fund withdrawals paid | (121,043,482) | (106,521,586) |
| Other benefits to policyholders paid | (8,728,786) | (9,155,859) |
| Commissions and other expenses paid | (408,083,202) | (365,788,138) |
| Federal income taxes paid | (35,368,482) | (41,065,332) |
| Dividends paid to policyholders | (795,603) | (488,797) |
| Net cash from operations | 219,860,675 | 243,603,001 |
| Proceeds from investments sold, matured, or repaid: | | |
| Bonds | 739,805,969 | 763,901,133 |
| Stocks | 1,549,846 | 2,514,516 |
| Mortgage loans | 51,610,622 | 50,247,283 |
| Other | 33,879,265 | 2,803,089 |
| Total investment proceeds | 826,845,702 | 819,466,021 |
| Cost of investments acquired: | | |
| Bonds | (883,786,844) | (894,371,627) |
| Stocks | (145,376) | — |
| Mortgage loans | (89,283,592) | (99,568,000) |
| Other | (33,469,917) | (1,940,513) |
| Total investments acquired | (1,006,685,729) | (995,880,140) |
| Net change in policy loans and loans on fund deposits | (2,048,228) | (544,385) |
| Net cash from investing | (181,888,255) | (176,958,504) |
| Borrowed money | | (25,160,319) |
| Other cash provided | 109,354,854 | 2,963,162 |
| Dividends paid to stockholder | (35,000,000) | (45,000,000) |
| Other cash applied | (14,005,818) | (31,125,621) |
| Net cash from financing and miscellaneous sources | 60,349,036 | (98,322,778) |
| Net change in cash and short-term investments | 98,321,456 | (31,678,281) |
| Cash and short-term investments, beginning of year | 143,509,947 | 175,188,228 |
| Cash and short-term investments, end of year | $ 241,831,403 | 143,509,947 |

See accompanying notes to statutory financial statements.

## (1) Significant Accounting Policies

### *(a) Business*

American Fidelity Assurance Company (AFA or the Company) provides a variety of financial services. AFA is a wholly owned subsidiary of American Fidelity Corporation (AFC), a Nevada insurance holding company. AFA is domiciled in the state of Oklahoma. The Company is subject to state insurance regulations and periodic examinations by state insurance departments.

AFA is licensed in 49 states, as well as the District of Columbia, American Samoa, Puerto Rico, and Guam, with approximately 39% of direct premiums written in Oklahoma, Texas, and California. Activities of AFA are largely concentrated in the group disability income, group and individual annuity, supplemental health, and individual medical markets. In addition, individual and group life business is also conducted. The main thrust of AFA's sales is worksite marketing of voluntary products through the use of payroll deduction. The Company sells these voluntary products through a salaried sales force that is broken down into two primary divisions: the Association Worksite Division (AWD) and American Fidelity Educational Services (AFES). AWD specializes in voluntary disability income insurance programs aimed at selected groups and associations whose premiums are funded by employees through payroll deductions. AFES focuses on marketing to public school employees with voluntary insurance products such as disability income, tax-sheltered annuities, life insurance, dread disease, and accident only. These premiums are also funded by employees through payroll deductions. The expertise gained by the Company in worksite marketing of voluntary products is used by the Strategic Alliances Division in developing products to meet special situations. The Life Division was formed upon the acquisition of a block of life business in 2000. This division is marketing individual life products through independent brokers in the United States of America and Latin America.

These statutory financial statements were prepared for the purpose of filing with the various state insurance departments.

In 2016, the Company discovered an error in the amounts recorded for group medical payables and receivables related to ceded insurance contracts. The majority of the cumulative amount was created by the application of incorrect contractual percentages on certain arrangements since 2007. The cumulative impact of this error was recorded in 2016 as an adjustment to the beginning of year surplus. The error had accumulated over the 9-year period, thus the misstatement in a single year was not material. The remainder of the cumulative amount resulted from incorrect postings of receivables dating back to 2000. Total impact of the error to 2016 beginning of period capital and surplus was approximately $5,900,000.

### *(b) Basis of Presentation*

The accompanying statutory financial statements of the Company have been prepared in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles (GAAP). Effective January 1, 2001, the National Association of Insurance Commissioners (NAIC) and the Oklahoma Insurance Department required that insurance companies domiciled in the state of Oklahoma prepare their statutory basis financial statements in accordance with the NAIC Accounting Practices and Procedures Manual Statements of Statutory Accounting Principles (SSAP) subject to any deviations prescribed or permitted by the Insurance Commissioner of the state of Oklahoma

(the Commissioner). There are no differences between the accounting practices prescribed or permitted by the Oklahoma Insurance Department and the accounting practices prescribed and permitted by the NAIC. There have been no permitted practices granted to the Company for 2017 and 2016 by the Oklahoma Insurance Department.

SSAP differ from GAAP in several respects, which cause differences in reported assets, liabilities, stockholder's equity (statutory capital and surplus), net income, and cash flows. The principal SSAP that differ from GAAP include the following:

- The financial statements of subsidiaries are not consolidated and are accounted for as investments in common stock.
- Investments in bonds and preferred stocks are carried amortized cost, cost, or the lower of cost or fair value; under GAAP, investments in bonds and preferred stock, other than those classified as held-to-maturity, are carried at fair value.
- Certain assets (principally certain deferred taxes, furniture, equipment, prepaid expenses, and premiums due from policyholders, agents' balances, and amounts recoverable from reinsurers over 90 days) have been designated as nonadmitted assets and excluded from assets by a charge to statutory surplus. Under GAAP, such amounts are carried at amortized cost with the appropriate valuation allowance, when necessary.
- Aggregate reserves for life, annuities, and accident and health are based on statutory mortality and interest requirements without consideration for anticipated withdrawals except where allowed. Morbidity assumptions are based on the statutory morbidity requirements or Company's experience where allowed. Under GAAP, the reserves are based on either (i) the present value of future benefits less the present value of future net premiums based on mortality, morbidity, and other assumptions that were appropriate at the time the policies were issued or acquired, or (ii) the account value for certain contracts without significant life contingencies.
- The interest maintenance reserve (IMR) represents the deferral of interest-related realized gains and losses, net of tax, on primarily fixed maturity investments, which are amortized into income over the remaining life of the investment sold. No such reserve is required under GAAP.
- Deferred income taxes are recognized for both SSAP and GAAP; however, the amount permitted to be recognized is generally more restrictive under SSAP and the change in deferred taxes is reported as a direct charge to surplus.
- The asset valuation reserve (AVR) represents a contingency reserve for credit-related risk on most invested assets of the Company, and is charged to statutory surplus. No such reserve is required under GAAP.
- Policy acquisition costs are expensed as incurred, while under GAAP, successful acquisition costs are deferred and recognized over either (1) the expected premium-paying period or (2) the estimated life of the contract.
- Reserves are reported net of ceded reinsurance; under GAAP, reserves are reported gross with a corresponding reinsurance receivable.
- A 100% provision is established for unsecured reinsurance recoverable balances from unauthorized reinsurers. The change in this provision is credited or charged to unassigned surplus.

Under GAAP, a provision is established for uncollectible reinsurance balances with any changes to this provision reflected in earnings for the period.

- The statements of operations are different in certain respects, with life and annuity premiums being recognized as revenue when the policies and contracts are issued. Under GAAP, premiums on life insurance policies are recognized when due; premiums on annuity contracts are not recognized as revenue, but as deposits.
- Revenues for universal life policies and investment products consist of the entire premium received, and benefits represent the death benefits paid and the change in policy reserves, unless the products do not incorporate mortality or morbidity risk. Under GAAP, premiums received in excess of policy charges are not recognized as premium revenue, and benefits represent the excess of benefits paid over the policy account values and interest credited to the account values.
- The statements of cash flow differ in certain respects from the presentation required under GAAP, including the presentation of the changes in cash and short-term investments instead of cash and cash equivalents. Short-term investments include securities with maturities, at the time of acquisition, of one year or less. For statutory purposes, there is no reconciliation between net income and cash from operations.
- A statement of comprehensive income is not required for SSAP reporting.

### *(c) Use of Estimates*

The preparation of financial statements in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, Annual Statement Instructions, and NAIC Manual requires management to make estimates and assumptions that affect the reported amounts of admitted assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period.

Management evaluates its estimates and assumptions on an ongoing basis using historical experience and other factors, including the current economic environment, which management believes to be reasonable under the circumstances. The Company adjusts such estimates and assumptions when facts and circumstances dictate. As future events and their effects cannot be determined with precision, actual results could differ significantly from these estimates. Changes in those estimates resulting from continuing changes in the economic environment will be reflected in the financial statements in the period in which they occur. Principal estimates that could change in the future are the fair value of investments, whether a security is other-than-temporarily impaired, and the actuarial assumptions used in establishing policy liabilities.

### *(d) Investments in Affiliates, Joint Ventures, Partnerships, or Limited Liability Companies*

The statutory financial statements include the Company's investment in its wholly owned subsidiaries. Intercompany accounts and transactions have not been eliminated in the statutory financial statements. The Company's wholly and majority-owned subsidiaries at December 31, 2017 and 2016 are noninsurance entities that have no significant ongoing operations other than to hold assets that are primarily for the direct or indirect benefit or use of the Company or its affiliates, and are carried at the underlying equity of the respective entity's financial statements adjusted to a statutory basis of accounting.

The Company's investments in joint ventures, partnerships, and limited liability companies are recorded at cost, adjusted for the Company's share of the GAAP basis earnings or losses of the investee, net of any distributions received. Such investments are reported as other invested assets and the related adjustments are reported as unrealized capital gains or losses in surplus.

***(e) Investments***

The investment portfolio includes bonds, preferred stocks, common stocks, mortgage loans, real estate, policy loans, other invested assets, and short-term investments.

Investments are carried in accordance with rules established by the NAIC. Bonds are carried at cost, adjusted where appropriate for accretion of premium or amortization of discount using the scientific interest method and taking into consideration stated interest and principal provisions. Additionally, bonds rated as NAIC 6 are carried at the lower of their cost or fair market value. Preferred stocks are carried at the lower of cost or fair value since there is no premium or discount. Common stocks are carried at fair value. Policy loans are stated at their aggregate unpaid balances. Mortgage loans on real estate are stated at their aggregate unpaid balances. Real estate held for investment is carried at cost less accumulated depreciation and encumbrances. Encumbrances as of December 31, 2017 and 2016 were approximately $32,803,503 and $13,866,000, respectively. The promissory note bears interest at 4.32% and is due in monthly installments of approximately $103,000 (including interest) to 2022. Property occupied by the Company is carried at cost, less accumulated depreciation.

Realized gains or losses are determined on the specific identification basis. Unrealized gains and losses on common stocks of affiliates and nonaffiliates are accounted for as direct increases or decreases in surplus.

Because the Company's primary business is in the insurance industry, the Company holds a significant amount of assets that it intends to match with its liabilities in relation to maturity and interest margin. In order to maximize earnings and minimize risk, the Company invests in a diverse portfolio of investments. The portfolio is diversified by geographic region, investment type, underlying collateral, maturity, and industry. Management does not believe that the Company has any significant concentrations of credit risk in its investments.

The Company generally does not invest in any low investment-grade high-yield investment bonds (junk bonds). Certain bonds are guaranteed by the U.S. government. The Company limits its risks by investing in bonds and stocks of rated companies, mortgage loans adequately collateralized by real estate, selective real estate supported by appraisals, and policy loans collateralized by policy cash values. In addition, the Company performs due diligence procedures prior to making mortgage loans. These procedures include evaluations of the credit worthiness of the mortgagees and/or tenants and independent appraisals.

The maximum and minimum lending rates for mortgage loans originated during 2017 were 4.70% and 4.00%, respectively. The maximum and minimum lending rates for mortgage loans originated during 2016 were 4.70% and 4.00%, respectively. The maximum percentage of any one loan to the value of security at the time of the loan, exclusive of insured or guaranteed or purchase money mortgages was 80% during 2017 and 2016. During 2017 and 2016, the Company did not reduce interest rates on any outstanding mortgage loans. The Company held no mortgages with interest more than 180 days past due or impaired mortgage loans.

For loan-backed securities, the Company has elected to use the carrying value as of January 1, 1994 as the cost for applying the retrospective adjustment method to securities purchased prior to that date. In 2017 and 2016, the Company had no changes from the retrospective to prospective methodology due to negative yield on specific securities. Prepayment assumptions for single class and multiclass mortgage-backed/asset-backed securities were obtained from broker-dealer survey values or internal estimates.

The Company periodically reviews its investment portfolio to determine if provisions for possible losses or provisions for other-than-temporary impairment (OTTI) are necessary. In connection with this determination, management reviews published market values, credit ratings, independent appraisals, expected cash flows, and other valuation information. Securities with impairments are written down to the present value of expected cash flows to be collected rather than fair value unless the Company has the intent to sell or inability to retain the security until recovery of amortized cost. For the year ended December 31, 2017, the Company recorded approximately $5,000,000 of OTTI. For the year ended December 31, 2016, the Company recorded approximately $157,000 of OTTI. While management believes that no additional provisions for OTTI are currently necessary, adjustments may be necessary in the future due to changes in economic conditions. In addition, regulatory agencies periodically review investment valuation as an integral part of their examination process. Such agencies may require the Company to recognize adjustments based upon available information and judgments of the regulatory examiners at the time of their examination.

### *(f) Equipment*

Equipment consists of electronic data processing equipment and is stated at cost less accumulated depreciation. Equipment is depreciated on a straight-line basis using estimated lives of five to ten years. Additions, renewals, and betterments are capitalized. Expenditures for software, maintenance, and repairs are expensed. Upon retirement or disposal of an asset, the asset and related accumulated depreciation are eliminated and any related gain or loss is included in income.

### *(g) Company-Owned Life Insurance*

The Company is the owner of three single premium insurance policies and one group variable life insurance policy for certain current executives of the Company, where the Company is the beneficiary. These policies, accounted for using the investment method, were purchased in 2010 and in 2014. The policies are recorded in other assets at their net cash surrender values, as reported by the four issuing insurance companies, whose Standard & Poor’s financial strength ratings are AA+ for the single premium insurance policies and A for the group variable life insurance policy. The net cash surrender values totaled approximately $34,812,000 and $33,896,000 as of December 31, 2017 and 2016, respectively. The face value (death benefit) of the life insurance policies underlying the contracts was approximately $80,488,000 and $80,510,000 as of December 31, 2017 and 2016, respectively.

### *(h) Premiums*

Life premiums are recognized as revenue when the policy is written and on each anniversary date thereafter. Accident and health premiums are recognized when due from the policyholder. Both life and accident and health premiums are increased by reinsurance premiums assumed and reduced by reinsurance premiums ceded. Contracts issued that do not incorporate mortality or morbidity risk are not accounted for as insurance contracts. Amounts received as payments for such contracts are recorded as direct increases to the policy reserves.

The Company estimates accrued retrospective premium adjustments (premium rate stabilization) for certain contracts in its group health and group life business based on contractually determined formulas by group. The amount of net premiums written by the Company for the years ended December 31, 2017 and 2016 that were subject to retrospective rating features was approximately $199,00 and $214,000, respectively, which represented approximately 0.05% and 0.06% of net premiums written for group health and group life products in 2017 and 2016. No other net premiums written by the Company were subject to retrospective rating features.

### *(i) Reinsurance*

The Company accounts for reinsurance transactions as prescribed by the applicable accounting standards, which require the reporting of reinsurance transactions relating to the statements of admitted assets, liabilities, and capital and surplus on a net basis and precludes immediate gain recognition on reinsurance contracts.

### *(j) Income Taxes*

Current income taxes incurred includes current income taxes for the amount of federal income taxes paid or payable for the current year. These amounts are determined based on estimates of federal income taxes for the current year, including tax contingencies and benefits. The Company's current tax recoverable is reported as a component of other assets and current tax payable is reported as a component of other liabilities. The changes in current taxes are reflected in the statutory statements of operations.

Deferred income tax assets and liabilities are determined based on differences between statutory financial statement carrying amounts of existing assets and liabilities and their respective tax bases, as well as operating loss, capital loss, and tax credit carryforwards. Temporary differences related to AVR and IMR are not included in the determination of gross deferred income taxes while temporary differences for unrealized gains/losses and nonadmitted assets are included. Gross deferred tax assets are reduced by a valuation allowance if it is more-likely-than-not (i.e. greater than 50% likelihood) that some portion or all of the gross deferred tax assets will not be realized. The deferred tax assets and liabilities are measured using federal enacted tax rates. Deferred income tax assets are limited as to their admissibility. The changes in net deferred tax assets and liabilities are reflected in surplus. The Company's net admitted deferred tax assets are reported as a component of other assets.

***(k) Policy Liabilities***

Aggregate reserves for life policies and contracts include reserve amounts principally for life insurance policies, payout annuity policies, and disability insurance policies. The life insurance reserves are principally based on the 1941, 1958, 1980, 2001 and 2017 Commissioners Standard Ordinary (CSO) mortality tables, and are established with interest rate assumptions ranging from 2.0% to 6.0%. Annuity insurance reserves are established with interest rate assumptions ranging from 3.0% to 8.8%. Disability reserves are principally based on the 2012 Group Long Term Disability Table, with adjustments for actual Company experience. The tabular interest, tabular less actual reserves released, and the tabular cost have been determined by formula. Aggregate reserves for accident and health policies include the present value of amounts not yet due on claims, additional reserves, and unearned premiums.

Policy and contract claims reserves include a provision for reported claims and claims incurred but not reported. The provision for claims incurred but not reported is estimated based primarily on Company experience. Although these provisions are the Company's best estimate of the ultimate value, the actual results may vary from these values.

Liability for premiums and other deposit funds include reserves for qualified before tax annuities and other accumulation policies that do not subject the Company to any risks from policyholder mortality and morbidity. Such reserves are established using guaranteed interest rates of 3.0% to 7.5%.

The Company has a significant amount of allocated deferred annuity contracts with life contingencies. The liability for these contracts is recorded as aggregate reserves for life policies and contracts. The Company also has annuities certain without life contingencies. The liability for these contracts is recorded as a liability for premiums and other deposit funds.

The Company started issuing business in 2017 on the 2017 CSO table for life products where approved. There were two valuation basis changes for reserves in 2016. Disability reserves moved from the 1987 Commissioners Group Disability Table to the 2012 Group Long Term Disability Table. Group term life waiver of premium reserves moved from the 1952 Disability Study, period 2, with the 1958 CSO mortality table to the 2005 Group Term Life Waiver Reserve Table.

The Company waives deduction of deferred fractional premiums upon death of the insured, and returns any portion of the final premium beyond the month of death for policies developed and issued subsequent to December 1977.

Surrender values are not promised in excess of the legally computed reserves.

Extra premiums are charged for substandard lives in addition to the regular gross premium for the true age.

Mean reserves are determined by computing the regular mean reserve for the plan at the true age and holding in addition one-half of the extra premium charge for the year.

The Company had approximately $1,570,099,000 and $1,713,192,000 of insurance in force (after reinsurance ceded) for which the gross premiums are less than the net premiums according to the standard valuation set by the state of Oklahoma at December 31, 2017 and 2016, respectively.

The Company had approximately $43,876,000 and $233,798,000 as of December 31, 2017 and 2016, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at book value less current surrender charge of 5% or more. As of December 31, 2017 and 2016, the Company has approximately $774,454,000 and $642,626,000, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at market value where the withdrawal of the funds is payable at the current market value of the assets supporting the liabilities. Annuity reserves and deposit liabilities that were subject to discretionary withdrawal at book value without adjustment were approximately $1,793,827,000 and $1,503,635,000 as of December 31, 2017 and 2016, respectively. There were approximately $56,759,000 and $65,115,000 of annuity reserves and deposit liabilities that are not subject to discretionary withdrawal at December 31, 2017 and 2016, respectively. At December 31, 2017 and 2016, the total gross annuity actuarial reserves and deposit liabilities were approximately $2,668,916,000 and $2,445,174,000, respectively, and the net annuity actuarial reserves and deposit liabilities were approximately $2,663,595,000 and $2,439,593,000, respectively. The ceded amount of annuity actuarial reserves and deposit liabilities was approximately $5,321,000 and $5,581,000 as of December 31, 2017 and 2016, respectively. The Company's earnings related to these products are impacted by conditions in the overall interest rate environment.

### *(l) Capital and Surplus*

Capital and surplus of the Company is restricted as to payment of dividends by statutory limitations applicable to insurance companies. Without prior approval of the respective state insurance department, dividends that can be paid are generally limited to the greater of 10% of statutory capital and surplus or the statutory net gain from operations before net realized capital gains/losses reported for the previous calendar year. The maximum dividend payout, which may be made without prior approval in 2017, is approximately $70,676,000.

The Oklahoma Insurance Department has adopted Risk-Based Capital (RBC) requirements for life insurance companies. The RBC calculation serves as a benchmark for the regulation of life insurance companies by state insurance regulators. RBC provides for surplus formulas similar to target surplus formulas used by commercial rating agencies. The formulas specify various weighting factors that are applied to statutory financial balances or various levels of activity based on the perceived degree of risk, and are set forth in the RBC requirements. The Company has calculated RBC in accordance with the NAIC's Model Rule and RBC rules as adopted by the Oklahoma Insurance Department. The RBC, as calculated by the Company, exceeds levels requiring Company or regulatory action at December 31, 2017 and 2016.

### *(m) Separate Accounts*

The Company maintains a separate account under Oklahoma insurance law designated as American Fidelity Separate Account A (Account A). Account A was formerly known as American Fidelity Variable Annuity Fund A, and operated as an open-end diversified management investment company from 1968 to 1998. Effective January 1, 1999, it was converted to a unit investment trust separate account, and it transferred its investment portfolio to the American Fidelity Dual Strategy Fund, Inc. (the Fund), an open-end investment company sponsored by AFA, in exchange for shares of the Fund.

On November 25, 2014, Account A's investment in the Fund was substituted with the Vanguard Total Stock Market Index Fund. Under Oklahoma law, the assets of Account A are segregated from the

Company's assets, are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The Company also maintains separate accounts under Oklahoma insurance law designated as American Fidelity Separate Account B (Account B) and American Fidelity Separate Account C (Account C). Account B and Account C are registered as unit investment trusts under the Investment Company Act of 1940, as amended. Under Oklahoma law, the assets of each of the ten (10) segregated subaccounts of Account B and the ten (10) segregated subaccounts of Account C are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The separate accounts maintained by the Company represent funds for nonguaranteed variable annuities. The assets of these accounts are carried at market value. The net investment experience of the separate account is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of the account value or the premium paid. The minimum guaranteed death benefit reserve is held in the Company's general account. For the years ended December 31, 2017 and 2016, the amount of premiums, considerations, or deposits for the year was approximately $74,957,000 and $67,998,000, respectively.

**(2) Admitted and Nonadmitted Assets**

Assets in the statutory statements of admitted assets, liabilities, and capital and surplus are stated at admitted asset values, which are the values permitted to be reported in the annual report to the Oklahoma Insurance Department. All other assets are "nonadmitted assets" and are excluded from the statutory statements of admitted assets, liabilities, and capital and surplus by a charge to surplus. Nonadmitted assets as of December 31 are as follows:

| | 2017 | 2016 |
|---|---|---|
| Prepaids, deposits, and other receivables | $ 8,855,125 | 7,357,049 |
| Agents' balances | 39,277 | 1,534,104 |
| Deferred tax asset | 30,733,374 | 48,856,107 |
| Leasehold improvements | 21,629,636 | 22,437,761 |
| | $ 61,257,412 | 80,185,021 |



(Continued)

## (3) Fair Value of Financial Instruments

A summary of the Company's financial instruments and the fair value estimates, methods, and assumptions is set forth below:

| | | Estimated fair value as of December 31, 2017 | | | |
|---|---|---|---|---|---|
| | Admitted assets | Level 1 | Level 2 | Level 3 | Total |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 241,831,403 | 241,831,403 | — | — | 241,831,403 |
| Bonds | 4,043,435,952 | 21,140,938 | 3,610,267,203 | 628,129,694 | 4,259,537,835 |
| Common and preferred stocks | 28,426,343 | 23,725,544 | 156,727 | 5,495,192 | 29,377,463 |
| Mortgage loans | 480,274,494 | | — | 488,921,484 | 488,921,484 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 1,856,987,606 | — | — | 1,858,391,904 | 1,858,391,904 |
| Borrowed money | 497,670,254 | — | 474,352,172 | — | 474,352,172 |

| | | Estimated fair value as of December 31, 2016 | | | |
|---|---|---|---|---|---|
| | Admitted assets | Level 1 | Level 2 | Level 3 | Total |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 143,509,947 | 143,509,947 | — | — | 143,509,947 |
| Bonds | 3,874,796,569 | 1,085,411 | 3,481,216,570 | 516,283,305 | 3,998,585,286 |
| Common and preferred stocks | 28,261,148 | 23,651,880 | 90,610 | 5,224,758 | 28,967,248 |
| Mortgage loans | 442,601,524 | — | — | 456,011,866 | 456,011,866 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 1,763,626,783 | — | — | 1,766,083,135 | 1,766,083,135 |
| Borrowed money | 497,755,108 | — | 506,677,978 | — | 506,677,978 |

### *(a) Cash and Short-Term Investments and Investment Income Due and Accrued*

The carrying amounts of the financial instruments listed above approximate their fair values because they mature within a relatively short period of time, and do not present unanticipated credit concerns.


(Continued)

***(b) Bonds, Common Stocks and Preferred Stocks***

For fixed maturities and marketable equity securities, for which market quotations generally are available, the Company primarily uses independent pricing services to assist in determining fair value measurements. When the fair value of certain securities is not readily available, the fair value estimates are based on quoted market prices of similar instruments adjusted for the differences between the quoted instruments and the instruments being valued, or fair value is estimated using discounted cash flow analysis. Interest rates used in this analysis are similar to currently offered contracts with comparable maturities as the investments being valued. The Company's investments also include certain less liquid or private fixed maturity debt securities, such as private placements and certain structured notes. Valuations are estimated based on nonbinding broker prices or valuation models discounted cash flow models and other similar techniques that use observable or unobservable inputs and are considered Level 3.

The fair value of equity securities unaffiliated investments of the Company is based on quotations from independent pricing services, bid prices published in financial newspapers, or bid quotations received from securities dealers. Equity securities affiliated are reported at book value, which approximates fair value.

***(c) Mortgage Loans on Real Estate***

Fair values are estimated for portfolios of loans with similar characteristics. Commercial mortgage loans have average net yield rates of 4.66% and 4.88% for December 31, 2017 and 2016, respectively. The fair value of mortgage loans was calculated by discounting scheduled cash flows to maturity using estimated market discount rates of 4.36% and 4.30% for December 31, 2017 and 2016, respectively. These rates reflect the credit and interest rate risk inherent in the loans. Assumptions regarding credit risk, cash flows, and discount rates are judgmentally determined using available market information and specific borrower information. The fair value of certain residential loans is based on the approximate fair value of the underlying real estate securing the mortgages.

***(d) Policy Loans***

Policy loans have average interest yields of 5.97% and 6.19% as of December 31, 2017 and 2016, respectively, and have no specified maturity dates. These loans typically carry an interest rate that is tied to the crediting rate applied to the related policy and contract reserves. Policy loans are an integral part of the life insurance policies that the Company has in force and cannot be valued separately; therefore, are not presented in the previous table.

***(e) Certain Policy Liabilities***

Certain policies sold by the Company are investment-type contracts. These liabilities are segregated into two categories: premiums and other deposit funds and immediate annuities. These liabilities are further defined to segregate the deferred annuity contract with life contingencies, which are reported as aggregate reserves for life policies and contracts. The fair value of aggregate reserves for life policies and contracts is estimated as the fund value of each policy less applicable surrender charges. The fair value of the immediate annuities without life contingencies and premiums and other deposit funds is



(Continued)

estimated as the discounted cash flows of expected future benefits less the discounted cash flows of expected future premiums, using the current pricing assumptions.

| | 2017 | | 2016 | |
|---|---|---|---|---|
| | Carrying amount | Estimated fair value | Carrying amount | Estimated fair value |
| Aggregate reserves for life policies and contracts | $ 1,831,470,989 | 1,830,296,090 | 1,736,200,804 | 1,734,971,155 |
| Annuities | 25,516,617 | 28,095,814 | 27,425,979 | 31,111,980 |

***(f) Borrowed Money***

The fair value of the Company's notes payable is estimated by the present value of a stream of future expected cash flows using an appropriate discount rate. Discount factors are based on the LIBOR/Swap curve.

***(g) Limitations***

Fair value estimates are made at a specific point in time, based on relevant market information and information about the financial instrument. These fair value estimates do not reflect any premium or discount that could result from offering for sale at one time the Company's entire holdings of a particular financial instrument, nor do they reflect income taxes on differences between fair value and tax basis of the assets. Because no established exchange exists for a significant portion of the Company's financial instruments, fair value estimates are based on judgments regarding future expected loss experience, current economic conditions, risk characteristics of various financial instruments, and other factors. These fair value estimates are subjective in nature and involve uncertainties and matters of significant judgment and, therefore, cannot be determined with precision. Changes in assumptions could significantly affect the fair value estimates.

***(h) Fair Value Hierarchy***

The following are the levels of hierarchy and a description of the type of valuation inputs that are used to establish each level:

Level 1 inputs are quoted in active markets for identical securities.

Level 2 inputs are other significant observable inputs (including quoted prices for similar securities, interest rates, prepayment speeds, credit risk, etc.).

Level 3 inputs are significant unobservable inputs (including the Company's own assumptions used to determine the fair value of investments).

Assets that are recorded at fair value are categorized into a three-level fair value hierarchy as required by SSAP No. 100, *Fair Value Measurements*. The balances of these assets as of December 31, 2017 are as follows:

| | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|
| Assets recorded at fair value: | | | | |
| Bonds – industrial and miscellaneous | $ 20,093,868 | 2,790,676 | 1,781,086 | 24,665,630 |
| Common stock – unaffiliated | 23,095,464 | 156,727 | — | 23,252,191 |
| Common stock – affiliated | — | 962,932 | — | 962,932 |
| Total assets at fair value | $ 43,189,332 | 3,910,335 | 1,781,086 | 48,880,753 |

The following table presents the change for the year ended December 31, 2017 in the assets measured at fair value using unobservable inputs (Level 3):

| | Loan-backed securities |
|---|---|
| Beginning balance | $ 1,835,158 |
| Transfers in | — |
| Transfers out | — |
| Total gain (loss) included in net income | 90,188 |
| Total gain (loss) included in surplus | 5,941 |
| Purchases | — |
| Issuances | — |
| OTTI | — |
| Sales | (150,201) |
| Settlements | — |
| Ending balance | $ 1,781,086 |


(Continued)

Assets that are recorded at fair value are categorized into a three level fair value hierarchy as required by SSAP No. 100, *Fair Value Measurements*. The balances of these assets as of December 31, 2016 are as follows:

| | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|
| Assets recorded at fair value: | | | | |
| Bonds – industrial and miscellaneous | $ — | 2,298,479 | 1,835,158 | 4,133,637 |
| Common stock – unaffiliated | 23,079,080 | 90,610 | — | 23,169,690 |
| Common stock – affiliated | — | 880,238 | — | 880,238 |
| Total assets at fair value | $ 23,079,080 | 3,269,327 | 1,835,158 | 28,183,565 |

The following table presents the change for the year ended December 31, 2016 in the assets measured at fair value using unobservable inputs (Level 3):

| | Loan-backed securities |
|---|---|
| Beginning balance | $ 1,758,289 |
| Transfers in | — |
| Transfers out | — |
| Total gain (loss) included in net income | 138,396 |
| Total gain (loss) included in surplus | 168,960 |
| Purchases | — |
| Issuances | — |
| OTTI | — |
| Sales | (230,487) |
| Settlements | — |
| Ending balance | $ 1,835,158 |


(Continued)

## (4) Investments

Investment income for the years ended December 31 is summarized below:

| | 2017 | 2016 |
|---|---|---|
| Interest on bonds | $ 175,570,134 | 176,503,325 |
| Dividends on preferred and common stocks | 312,896 | 311,726 |
| Interest on mortgage loans | 24,897,481 | 22,993,619 |
| Investment real estate income | 6,844,174 | 3,987,896 |
| Interest on policy loans | 3,240,046 | 3,274,867 |
| Interest on cash and short-term investments and other | 820,332 | 709,994 |
| | 211,685,063 | 207,781,427 |
| Less investment expenses | 33,617,790 | 32,288,799 |
| Net investment income | $ 178,067,273 | 175,492,628 |

Realized gains (losses) for the years ended December 31 consisted of the following:

| | 2017 | 2016 |
|---|---|---|
| Bonds | $ 25,901,289 | 20,855,691 |
| OTTI | (5,000,000) | (157,009) |
| | 20,901,289 | 20,698,682 |
| Common stocks of nonaffiliates | 660,753 | 1,074,925 |
| Real estate | — | — |
| Other capital loss | (348,744) | (210,902) |
| Total realized gains before federal income taxes and IMR transfers | 21,213,298 | 21,562,705 |
| Federal income tax expense | 9,447,403 | 7,278,712 |
| Less IMR transfers | 16,242,903 | 12,699,868 |
| Net realized gains (losses) | $ (4,477,008) | 1,584,125 |

The gross unrealized gains on common stocks of nonaffiliates were approximately $9,869,000 and $9,052,000 in 2017 and 2016, respectively. The gross unrealized losses on common stocks of nonaffiliates were approximately $0 and $9,400 in 2017 and 2016, respectively.


(Continued)

The carrying value and estimated fair value of bonds, preferred stock, and common stock at December 31 are as follows:

| | 2017 | | | |
|---|---|---|---|---|
| | Carrying value/ cost | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 1,020,393 | 29,798 | (3,121) | 1,047,070 |
| U.S. government agency obligations | 3,874,559 | 317,184 | — | 4,191,743 |
| Special revenue | 392,916,263 | 11,535,015 | (11,585,348) | 392,865,930 |
| States, territories, and political subdivisions | 407,706,187 | 36,524,506 | (95,260) | 444,135,433 |
| Foreign government | 28,230,642 | 2,138,829 | — | 30,369,471 |
| Corporate bonds | 2,310,659,850 | 162,459,563 | (10,296,017) | 2,462,823,396 |
| Loan-backed securities | 878,934,190 | 30,953,824 | (5,877,090) | 904,010,924 |
| SVO Identified Funds | 20,093,868 | — | — | 20,093,868 |
| Total bonds | 4,043,435,952 | 243,958,719 | (27,856,836) | 4,259,537,835 |
| Preferred stocks | 4,211,220 | 951,120 | — | 5,162,340 |
| Common stocks - unaffiliated | 13,382,865 | 9,869,326 | — | 23,252,191 |
| Common stocks - affiliated | 103,902 | 859,030 | — | 962,932 |
| Total stocks | 17,697,987 | 11,679,476 | — | 29,377,463 |
| Total | $ 4,061,133,939 | 255,638,195 | (27,856,836) | 4,288,915,298 |



(Continued)

| | 2016 | | | |
|---|---|---|---|---|
| | Carrying value/ cost | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 1,032,683 | 55,465 | (2,737) | 1,085,411 |
| U.S. government agency obligations | 5,228,142 | 510,799 | — | 5,738,941 |
| Special revenue | 369,580,002 | 12,864,458 | (19,841,347) | 362,603,113 |
| States, territories, and political subdivisions | 407,848,018 | 32,478,152 | (738,820) | 439,587,350 |
| Foreign government | 33,291,576 | 2,201,264 | — | 35,492,840 |
| Corporate bonds | 2,242,745,175 | 111,323,829 | (37,242,075) | 2,316,826,929 |
| Loan-backed securities | 815,070,973 | 31,676,006 | (9,496,277) | 837,250,702 |
| Total bonds | 3,874,796,569 | 191,109,973 | (67,321,256) | 3,998,585,286 |
| Preferred stocks | 4,211,220 | 706,100 | — | 4,917,320 |
| Common stocks - unaffiliated | 14,126,581 | 9,052,499 | (9,390) | 23,169,690 |
| Common stocks - affiliated | 103,902 | 776,336 | — | 880,238 |
| Total stocks | 18,441,703 | 10,534,935 | (9,390) | 28,967,248 |
| Total | $ 3,893,238,272 | 201,644,908 | (67,330,646) | 4,027,552,534 |

The NAIC fair value of total bonds is approximately $5,802,000 more and $1,626,000 less than the estimated fair value in the tables above at December 31, 2017 and 2016, respectively.

The carrying value and estimated fair value of investments in bonds at December 31, 2017, by contractual maturity, are shown below. Expected maturities will differ from contractual maturities because the issuers of such securities may have the right to call or prepay obligations with or without call or prepayment penalties.

| | Carrying value | Fair value |
|---|---|---|
| Due in one year or less | $ 50,210,626 | 50,966,887 |
| Due after one year through five years | 519,141,836 | 539,804,342 |
| Due after five years through ten years | 1,006,602,765 | 1,051,726,840 |
| Due after ten years | 1,568,452,667 | 1,692,934,974 |
| Loan-backed securities | 878,934,190 | 904,010,924 |
| SVO Identified Funds | 20,093,868 | 20,093,868 |
| | $ 4,043,435,952 | 4,259,537,835 |



(Continued)

Proceeds from sales of bonds during 2017 and 2016 were approximately $423,619,000 and $260,277,000, respectively. Gross realized gains of approximately $14,693,000 and $16,506,000 and gross realized losses of approximately $279,000 and $65,000, respectively, were realized on those sales. In addition, the Company realized net gains of approximately $11,487,000 and $4,415,000 on bonds that were called or prepaid in 2017 and 2016, respectively.

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2017 were as follows:

| | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|
| | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| U.S. Treasury securities | $ — | — | 497,578 | (3,121) | 497,578 | (3,121) |
| Special revenue | 30,779,623 | (254,366) | 225,163,292 | (11,330,982) | 255,942,915 | (11,585,348) |
| States and territories | — | — | 2,910,418 | (95,260) | 2,910,418 | (95,260) |
| Foreign government | — | — | — | — | — | — |
| Corporate bonds | 106,138,114 | (1,170,655) | 219,411,904 | (9,125,362) | 325,550,018 | (10,296,017) |
| Loan-backed securities | 96,534,855 | (1,221,735) | 120,167,845 | (4,655,355) | 216,702,700 | (5,877,090) |
| Total | 233,452,592 | (2,646,756) | 568,151,037 | (25,210,080) | 801,603,629 | (27,856,836) |

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2016 were as follows:

| | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|
| | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| U.S. Treasury securities | $ 498,946 | (2,737) | — | — | 498,946 | (2,737) |
| Special revenue | 226,415,082 | (19,710,899) | 14,850,870 | (130,448) | 241,265,952 | (19,841,347) |
| States and territories | 6,777,080 | (330,016) | 22,252,657 | (408,804) | 29,029,737 | (738,820) |
| Foreign government | — | — | — | — | — | — |
| Corporate bonds | 270,916,852 | (10,176,304) | 455,605,527 | (27,065,771) | 726,522,379 | (37,242,075) |
| Loan-backed securities | 214,096,192 | (6,177,772) | 15,750,122 | (3,318,505) | 229,846,314 | (9,496,277) |
| Total | $ 718,704,152 | (36,397,728) | 508,459,176 | (30,923,528) | 1,227,163,328 | (67,321,256) |

The unrealized losses in U.S. Treasury securities, obligations of U.S. government agencies and states and territories, and foreign government securities are due to interest rate fluctuations, which result in a decline in market values from original purchase price. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. The Company expects the unrealized losses to reverse as the securities shorten in duration and mature, and because the Company has the ability to hold these investments and does not intend to sell until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in states, territories, and political subdivisions are high-grade investment quality and have unrealized losses due to an increase in interest rates since acquisition. Because the decline in fair value is attributable to changes in interest rates and not credit quality, and because the Company has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in special revenue securities are comprised of general obligations of U.S. government sponsored agencies for which the U.S. government is indirectly obligated. The unrealized loss is due to interest rate fluctuations, which result in a decline in market values from original purchase price. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. The Company expects the unrealized losses to reverse as the securities shorten in duration and mature and because the Company has the ability to hold these investments to maturity and does not intend to sell until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in corporate securities are comprised of corporate bonds. The unrealized loss is due to the current market and economic environment, which is affecting corporate credit ratings and changes in sector spreads. The unrealized loss may continue and may become more severe if the economy continues to trend downward or interest rates rise. Because the decline in fair value is attributable to economic changes and a slight decline in credit quality, and because the Company expects all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in loan-backed securities are comprised of U.S. government-sponsored agency mortgage-backed securities for which the U.S. government is not directly obligated, and private label whole loan collateralized mortgage obligations. The unrealized losses on these securities are a result of the current market and economic conditions that are affecting the mortgage-backed sector. The credit quality on some mortgage-backed bonds has declined due to the larger number of home defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and the Company believes all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired. When the Company believes it will not receive all contractual cash flows, the securities are considered other-than-temporarily impaired.

At December 31, 2017 and 2016, investments with carrying values of approximately $2,985,000 and $2,916,000, respectively, were on deposit with state insurance departments as required by statute.

The Company has no direct exposure to subprime mortgage loans. An extensive pre-purchase analysis is performed on every loan-backed security. By purchasing only AAA agency mortgage-backed securities and AAA collateralized mortgage-backed whole loan securities, direct exposure to sub-prime mortgages is virtually eliminated. The unrealized losses on these securities are a result of the current market and economic conditions that are affecting the mortgage-backed sector. The credit qualities on some mortgage-backed bonds have begun to decline due to the large number of home mortgage defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and only due slightly to a lessening of credit, the Company believes most contractual cash flows will be received.

## (5) Separate Accounts

The Company utilizes Separate Accounts to record and account for variable annuity business. In accordance with the Insurance Code of the State of Oklahoma, variable annuities are supported for separate account classification by Title 36, Chapter 2, Section 6061. As of December 31, 2017 and 2016, the Company Separate Account statement included legally insulated assets of approximately $781,742,000 and $648,034,000, respectively, attributed to variable annuity contracts. The Separate Accounts held by the Company represent nonguaranteed variable annuity funds. The Company does not have a securities lending program.

The assets of these accounts are carried at fair market value. The net investment experience of the Separate Accounts is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of account value or premium paid. The minimum guaranteed death benefit reserve is held in Exhibit 5, Miscellaneous Reserves Section, of the Company's general account annual statement.

| | | 2017 | 2016 |
|---|---|---|---|
| 1. Premiums, considerations, or deposits for year ended December 31 | $ | 74,957,069 | 67,998,082 |
| 2. Reserves at December 31: | | | |
| For accounts with assets at: | | | |
| a. Fair market value | $ | 781,742,340 | 648,033,770 |
| b. Amortized cost | | — | — |
| c. Total reserves | $ | 781,742,340 | 648,033,770 |
| 3. By withdrawal characteristics: | | | |
| a. Subject to discretionary withdrawal | $ | — | — |
| b. With market value adjustment | | — | — |
| c. At book value without market value adjustment and with current surrender charge of 5% or more | | — | — |
| d. At fair market value | | 781,742,340 | 648,033,770 |
| e. At book value without market value adjustment and with current surrender charge of 5% | | — | — |
| f. Subtotal | | 781,742,340 | 648,033,770 |
| g. Not subject to discretionary withdrawal | | — | — |
| h. Total | $ | 781,742,340 | 648,033,770 |
| 4. Reserves for asset default risk in lieu of AVR | $ | — | — |



(Continued)

Reconciliation of net transfers to or (from) Separate Accounts.

| | | 2017 | 2016 |
|---|---|---|---|
| 1. Transfers as reported in the summary of operations of the separate accounts statements: | | | |
| a. Transfers to separate accounts | $ | 75,624,877 | 68,594,854 |
| b. Transfers from separate accounts | | 50,877,654 | 45,344,768 |
| c. Net transfers to or (from) separate accounts (a) – (b) | | 24,747,223 | 23,250,086 |
| 2. Reconciling adjustments: | | | |
| a. Plus net investment income (expense) | | 118,997,712 | 74,632,055 |
| b. Less increase (decrease) in liability for premiums | | 133,456,449 | 89,387,684 |
| c. Plus change in expense allowance | | 1,628,734 | 1,182,735 |
| d. Less fees for investment management and administration | | 10,288,486 | 8,494,457 |
| 3. Transfers as reported in the summary of operations of the life, accident and health annual statement: | | — | — |
| a. (1c) + (2) | $ | 1,628,734 | 1,182,735 |

**(6) Liability for Accident and Health Reserves**

Accident and health reserve activity for the years ended December 31, 2017 and 2016 was as follows:

| | | 2017 | 2016 |
|---|---|---|---|
| Liability beginning of year, net of reinsurance | $ | 471,470,553 | 456,563,871 |
| Incurred related to: | | | |
| Current year | | 385,359,058 | 379,400,106 |
| Prior years | | (34,022,788) | (51,124,835) |
| Total incurred | | 351,336,270 | 328,275,271 |
| Paid related to: | | | |
| Current year | | 193,002,436 | 189,306,565 |
| Prior years | | 138,664,942 | 124,062,024 |
| Total paid | | 331,667,378 | 313,368,589 |
| Liability end of year, net of reinsurance | $ | 491,139,445 | 471,470,553 |

Reinsurance recoverable on paid losses was approximately $1,276,000 and $2,218,000 at December 31, 2017 and 2016, respectively.



(Continued)

The provision for accident and health benefits pertaining to prior years decreased approximately $34,023,000 in 2017 from the prior year estimate. This decrease overall includes better than expected experience of approximately $31,113,000 for group medical and disability and approximately $2,910,000 for cancer business. The decrease is due to subsequent better than expected claim experience.

The provision for accident and health benefits pertaining to prior years decreased approximately $51,125,000 in 2016 from the prior year estimate. This decrease overall includes better than expected experience of approximately $48,009,000 for group medical and disability and approximately $3,116,000 for cancer business. The decrease is due to subsequent better than expected claim experience.

The Company paid approximately $53,000 and $291,000 in 2017 and 2016, respectively, to settle claims related to extra contractual obligations or bad faith claims stemming from lawsuits.

## (7) Borrowed Money

AFA has borrowed approximately $496,500,000 and $496,500,000 on the line of credit with the Federal Home Loan Bank of Topeka (FHLB) at December 31, 2017 and 2016, respectively. The line of credit is secured by investment securities and cash pledged as collateral by AFA with a carrying amount of approximately $510,769,000 and $529,187,000 at December 31, 2017 and 2016, respectively, which exceeds the collateral required for this line of credit. The pledged securities are held in the Company's name in a custodial account at United Missouri Bank, N.A. to secure current and future borrowings. To participate in this available credit, AFA has acquired 227,532 shares in 2017 and 227,312 shares in 2016 of FHLB common stock with a total carrying value of approximately $22,753,200 and $22,731,200 at December 31, 2017 and 2016, respectively.

*FHLB Capital Stock*

| | 2017 | | |
|---|---|---|---|
| | General account | Separate accounts | Total |
| Membership stock – class A | $ 500,000 | — | 500,000 |
| Membership stock – class B | — | — | — |
| Activity stock | 21,842,500 | — | 21,842,500 |
| Excess stock | 410,700 | — | 410,700 |
| Total | $ 22,753,200 | — | 22,753,200 |
| Actual or estimate borrowing capacity as determined by the insurer | $ 505,364,379 | | |



(Continued)

| | 2016 | | |
|---|---|---|---|
| | General account | Separate accounts | Total |
| Membership stock – class A | $ 500,000 | — | 500,000 |
| Membership stock – class B | — | — | — |
| Activity stock | 21,842,500 | — | 21,842,500 |
| Excess stock | 388,700 | — | 388,700 |
| Total | $ 22,731,200 | — | 22,731,200 |
| Actual or estimate borrowing capacity as determined by the insurer | $ — | — | 532,731,343 |

*FHLB Membership Stock (Class A and B) Eligible for Redemption*

| | Current year total | Not eligible for redemption | Less than 6 months | 6 months to 1 year | 1 to 3 years | 3 to 5 years |
|---|---|---|---|---|---|---|
| Class A | $ 500,000 | 500,000 | — | — | — | — |
| Class B | — | — | — | — | — | — |

*FHLB Borrowings*

FHLB has the option to convert the initial rate of interest to an adjustable rate of interest on many of these lines of credit on the dates listed in the following table. At any time after FHLB exercises its conversion option, the Company may prepay the advance in full or in part without a fee.

The Company has no unused lines of credit as of December 31, 2017.

AFA had no Structured Note borrowings as of December 31, 2017 and 2016.

Information regarding the terms of the funds borrowed from FHLB are as follows:

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 2017 | Balance at December 31 2016 |
|---|---|---|---|---|---|
| 4.640 | March 2012 | 03/12/07 | 03/13/17 | — | 10,000,000 |
| 5.060 | May 2013 | 05/22/07 | 05/22/17 | — | 10,000,000 |
| 3.900 | December 2012 | 12/04/07 | 12/04/17 | — | 25,000,000 |
| 3.520 | January 2013 | 01/28/08 | 01/29/18 | 10,000,000 | 10,000,000 |
| 3.460 | February 2013 | 02/01/08 | 02/01/18 | 15,000,000 | 15,000,000 |
| 3.490 | February 2013 | 02/04/08 | 02/05/18 | 6,500,000 | 6,500,000 |
| 4.020 | March 2009 | 03/07/08 | 03/07/18 | 25,000,000 | 25,000,000 |
| 3.460 | March 2013 | 03/12/08 | 03/12/18 | 10,000,000 | 10,000,000 |
| 4.100 | April 2009 | 04/28/08 | 04/30/18 | 5,000,000 | 5,000,000 |
| 4.100 | May 2009 | 05/19/08 | 05/19/17 | — | 25,000,000 |
| 4.140 | May 2009 | 05/20/08 | 05/22/17 | — | 5,000,000 |
| 4.290 | July 2009 | 07/28/08 | 07/30/18 | 25,000,000 | 25,000,000 |
| 3.270 | — | 02/08/10 | 02/10/20 | 10,000,000 | 10,000,000 |
| 3.630 | — | 03/25/10 | 03/25/22 | 10,000,000 | 10,000,000 |
| 3.710 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.440 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.500 | — | 03/25/10 | 03/25/21 | 10,000,000 | 10,000,000 |
| 3.770 | — | 04/13/10 | 04/13/22 | 15,000,000 | 15,000,000 |
| 4.190 | — | 05/07/10 | 05/07/20 | 10,000,000 | 10,000,000 |
| 2.870 | — | 04/20/11 | 04/20/17 | — | 15,000,000 |
| 2.570 | — | 03/27/12 | 03/26/21 | 12,500,000 | 12,500,000 |
| 2.080 | — | 11/19/13 | 11/20/23 | 10,000,000 | 10,000,000 |
| 1.980 | — | 03/12/14 | 03/12/24 | 12,500,000 | 12,500,000 |
| 3.110 | — | 05/23/14 | 05/23/24 | 15,000,000 | 15,000,000 |
| 1.930 | — | 11/19/14 | 11/19/24 | 25,000,000 | 25,000,000 |
| 2.300 | — | 04/28/15 | 04/28/23 | 5,000,000 | 5,000,000 |
| 2.590 | — | 05/20/15 | 05/19/23 | 5,000,000 | 5,000,000 |
| 2.740 | — | 05/21/15 | 05/21/24 | 25,000,000 | 25,000,000 |
| 2.060 | — | 08/10/15 | 08/08/25 | 20,000,000 | 20,000,000 |
| 2.090 | — | 01/13/16 | 01/13/22 | 5,000,000 | 5,000,000 |
| 2.260 | — | 01/13/16 | 1/13/23 | 10,000,000 | 10,000,000 |
| 2.280 | — | 01/13/16 | 01/13/26 | 10,000,000 | 10,000,000 |
| 0.660 | — | 04/22/16 | 04/21/17 | — | 5,000,000 |
| 2.070 | — | 05/06/16 | 05/06/26 | 10,000,000 | 10,000,000 |



(Continued)

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 2017 | 2016 |
|---|---|---|---|---|---|
| 0.770 | | 06/03/16 | 06/02/17 | — | 25,000,000 |
| 0.790 | | 08/31/16 | 08/31/17 | — | 20,000,000 |
| 0.810 | | 09/09/16 | 09/08/17 | — | 10,000,000 |
| 2.590 | | 11/21/16 | 11/23/26 | 10,000,000 | 10,000,000 |
| 2.960 | | 03/13/17 | 03/13/25 | 10,000,000 | — |
| 2.600 | | 04/20/17 | 04/18/25 | 15,000,000 | — |
| 1.450 | | 04/21/17 | 04/20/18 | 5,000,000 | — |
| 1.880 | | 05/19/17 | 05/19/27 | 25,000,000 | — |
| 2.890 | | 05/22/17 | 05/21/27 | 10,000,000 | — |
| 2.640 | | 05/22/17 | 05/22/25 | 5,000,000 | — |
| 1.600 | | 06/02/17 | 06/01/18 | 25,000,000 | — |
| 1.590 | | 08/31/17 | 08/31/18 | 20,000,000 | — |
| 1.620 | | 09/08/17 | 09/07/18 | 10,000,000 | — |
| 2.520 | | 12/4/17 | 12/4/23 | 25,000,000 | — |
| | | | | 496,500,000 | 496,500,000 |
| | | | Accrued Interest | 1,170,254 | 1,255,108 |
| | | | Total | $ 497,670,254 | 497,755,108 |

* These lines of credits have interest rates subject to conversion to an adjustable rate at the date specified above, as well as quarterly thereafter.

Interest paid in 2017 and 2016 was approximately $14,385,000 and $16,146,000, respectively, and is included in investment expenses in net investment income in the accompanying statutory statements of operations.

Scheduled maturities (excluding interest) of the above indebtedness at December 31, 2017 are as follows:

| | |
|---|---|
| 2018 | $ 156,500,000 |
| 2019 | — |
| 2020 | 40,000,000 |
| 2021 | 22,500,000 |
| 2022 | 30,000,000 |
| 2023 and thereafter | 247,500,000 |
| | $ 496,500,000 |



(Continued)

## (8) Income Taxes

The Company's net deferred tax assets (liabilities) at December 31 and the change from the prior year are comprised of the following components:

| | 2017 | | | 2016 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| Gross deferred tax assets | $ 71,890,297 | 4,708,769 | 76,599,066 | 113,266,528 | 6,101,701 | 119,368,229 | (41,376,231) | (1,392,932) | (42,769,163) |
| Statutory valuation allowance adjustments | — | — | — | — | — | — | — | — | — |
| Adjusted gross deferred tax assets | 71,890,297 | 4,708,769 | 76,599,066 | 113,266,528 | 6,101,701 | 119,368,229 | (41,376,231) | (1,392,932) | (42,769,163) |
| Deferred tax assets nonadmitted | 28,005,630 | 2,727,744 | 30,733,374 | 45,507,280 | 3,348,827 | 48,856,107 | (17,501,650) | (621,083) | (18,122,733) |
| Sub-total net admitted deferred tax assets | 43,884,667 | 1,981,025 | 45,865,692 | 67,759,248 | 2,752,874 | 70,512,122 | (23,874,581) | (771,849) | (24,646,430) |
| Deferred tax liabilities | 19,046,476 | 1,981,025 | 21,027,501 | 29,420,422 | 2,752,874 | 32,173,296 | (10,373,946) | (771,849) | (11,145,795) |
| Net admitted deferred tax assets (liabilities) | $ 24,838,191 | — | 24,838,191 | 38,338,826 | — | 38,338,826 | (13,500,635) | — | (13,500,635) |

Management has reviewed whether a valuation allowance is needed on its total gross deferred tax assets reported above based on factors such as past history and trends, projected taxable income, and expiration of carryforwards. Additionally, management considered the various aspects of the Tax Cuts and Jobs Act when it assessed whether or not its criteria for establishing a valuation allowance was impacted. Management believes that in 2017 and 2016 it is more likely than not that the results of operations will generate sufficient taxable income to realize its gross deferred tax assets on ordinary items. Additionally, in 2017 and 2016, management believes that there are sufficient capital gains available in its capital assets portfolio and that holding its fixed debt securities in a loss position to maturity or recovery substantiates the Company's ability to realize its gross deferred tax assets on capital items.

On February 8, 2018, the NAIC issued Interpretation (INT) 18-01 to address the reporting and updating of estimates that companies are required to reflect as various accounting adjustments in their financial statements as a result of the Tax Act. This guidance provides that, although some accounting computations may be considered "complete", other accounting computations or assessments may be considered "incomplete" when the financial statements are filed. As such, for those items which are "incomplete" but for which a reasonable estimate can be made, those amounts should be recorded as provisional in the financial statements for the year ended December 31, 2017. For those items for which a reasonable estimate cannot be made, companies may continue to apply pre-Tax Act law. Changes to amounts recognized in the financial statements for the year ended December 31, 2017 as a result of the Tax Act shall be recognized as a change in accounting estimate, pursuant to SSAP No. 3, when the information necessary to update the estimate becomes available. All income tax effects have been identified and appropriately accounted for as a result of the Tax Act in accordance with INT 18-01. The tax accounting for the revaluation of deferred tax liabilities is complete. The income tax effects of life insurance reserves for tax purposes pursuant to the Tax Act have been recorded as provisional as the analysis is incomplete but a

reasonable estimate was determined. The Company is in the process of quantifying the impact of the Tax Act and will record any adjustments in accordance with the guidance provided in INT 18-01 within the measurement period.

The Company's admission calculation components at December 31 are as follows:

| | 2017 | | | 2016 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| (a) Federal income taxes paid in prior years recoverable through loss carrybacks | $ — | — | — | 38,338,826 | — | 38,338,826 | (38,338,826) | — | (38,338,826) |
| (b) Adjusted gross deferred tax assets expected to be realized (excluding the amount of deferred tax assets from (a) above) after application of the threshold limitation. (The lesser of (b)1 and (b)2 below): | | | | | | | | | |
| 1. Adjusted gross deferred tax assets expected to be realized following the balance sheet date | 24,838,191 | — | 24,838,191 | — | — | — | 24,838,191 | — | 24,838,191 |
| 2. Adjusted gross deferred tax assets allowed per limitation threshold | — | — | 60,867,922 | — | — | 56,439,545 | — | — | 4,428,377 |
| Lesser of b(1) or b(2) | — | — | 24,838,191 | — | — | — | — | — | 24,838,191 |
| (c) Adjusted gross deferred tax assets (excluding the amount of deferred tax assets from (a) and (b) above) offset by gross deferred tax liabilities | 19,046,476 | 1,981,025 | 21,027,501 | 29,420,422 | 2,752,874 | 32,173,296 | (10,373,946) | (771,849) | (11,145,795) |
| (d) Deferred tax assets admitted Total ((a) + (b) + (c )) | $ 43,884,667 | 1,981,025 | 45,865,692 | 67,759,248 | 2,752,874 | 70,512,122 | (23,874,581) | (771,849) | (24,646,430) |

| | 2017 | 2016 |
|---|---|---|
| Ratio percentage used to determine recovery period and threshold limitation amount | 724 % | 730 % |
| Amount of adjusted capital and surplus used to determine recovery period and threshold limitation in (b)2 above | $ 441,341,339 | 409,145,035 |



(Continued)

As of December 31, the change in the net deferred income taxes is comprised of the following (this analysis is exclusive of the nonadmitted DTAs as the change in nonadmitted assets is reported separately from the change in net deferred income taxes in the statutory statements of capital and surplus):

| | | 2017 | 2016 | Change |
|---|---|---|---|---|
| Gross deferred tax assets | $ | 76,599,066 | 119,368,229 | (42,769,163) |
| Gross deferred tax liabilities | | 21,027,501 | 32,173,296 | (11,145,795) |
| Net deferred tax assets/liabilities | | 55,571,565 | 87,194,933 | (31,623,368) |
| Statutory valuation allowance adjustment | | — | — | — |
| Net deferred tax assets/liabilities after statutory valuation allowance | | 55,571,565 | 87,194,933 | (31,623,368) |
| Tax effect of unrealized (gains) losses | | (1,735,014) | (2,342,849) | 607,835 |
| Statutory valuation allowance adjustment allocated to unrealized | | — | — | — |
| Net deferred income taxes | $ | 57,306,579 | 89,537,782 | (32,231,203) |

The impact of the Company's tax planning strategies as of December 31 is as follows:

| | | 2017 | | 2016 | | Change | |
|---|---|---|---|---|---|---|---|
| | | Ordinary | Capital | Ordinary | Capital | Ordinary | Capital |
| Adjusted gross DTAs | $ | 71,890,297 | 4,708,769 | 113,266,528 | 6,101,701 | (41,376,231) | (1,392,932) |
| Percentage of adjusted gross DTAs attributable to the impact of tax planning strategies | | — % | 6.1 % | — % | 5.1 % | — % | 1.0 % |
| Net admitted adjusted gross DTAs | $ | 43,884,667 | 1,981,025 | 67,759,248 | 2,752,874 | (23,874,581) | (771,849) |
| Percentage of net admitted adjusted gross DTAs attributable to the impact of tax planning strategies | | — % | 4.3 % | — % | 3.9 % | — % | 0.4 % |

None of the Company's tax-planning strategies include the use of reinsurance.

There are no temporary differences for which deferred tax liabilities are not recognized.

As of December 31, current income taxes incurred consist of the following major components:

| | 2017 | 2016 | Change |
|---|---|---|---|
| Current federal income tax – operations | $ 31,554,611 | 32,030,414 | (475,803) |
| Foreign income tax | — | — | — |
| Subtotal | 31,554,611 | 32,030,414 | (475,803) |
| Current federal income tax on capital gains | 9,447,403 | 7,278,712 | 2,168,691 |
| Current tax on the cumulative impact of accounting error reported in surplus | — | (2,528,052) | 2,528,052 |
| Federal and foreign income taxes incurred | $ 41,002,014 | 36,781,074 | 4,220,940 |

As of December 31, deferred income tax assets and liabilities consist of the following major components:

| | 2017 | 2016 | Change |
|---|---|---|---|
| Deferred tax assets: | | | |
| Ordinary: | | | |
| Discounting of unpaid losses | $ 4,141,107 | 6,494,567 | (2,353,460) |
| Policyholder reserves | 19,305,517 | 31,274,349 | (11,968,832) |
| Deferred acquisition costs | 33,417,685 | 52,596,815 | (19,179,130) |
| Compensation and benefits accrual | 7,506,173 | 10,492,710 | (2,986,537) |
| Receivables – nonadmitted | 6,793,711 | 11,168,966 | (4,375,255) |
| Other | 726,104 | 1,239,121 | (513,017) |
| Subtotal | 71,890,297 | 113,266,528 | (41,376,231) |
| Statutory valuation allowance adjustment | — | — | — |
| Nonadmitted | 28,005,630 | 45,507,280 | (17,501,650) |
| Admitted ordinary deferred tax assets | 43,884,667 | 67,759,248 | (23,874,581) |


(Continued)

| | 2017 | 2016 | Change |
|---|---|---|---|
| Capital: | | | |
| Investments | $ 4,708,769 | 6,101,701 | (1,392,932) |
| Subtotal | 4,708,769 | 6,101,701 | (1,392,932) |
| Statutory valuation allowance adjustment | — | — | — |
| Nonadmitted | 2,727,744 | 3,348,827 | (621,083) |
| Admitted capital deferred tax assets | 1,981,025 | 2,752,874 | (771,849) |
| Admitted deferred tax assets | 45,865,692 | 70,512,122 | (24,646,430) |
| Deferred tax liabilities: | | | |
| Ordinary: | | | |
| Fixed Assets | 112,342 | 156,338 | (43,996) |
| Deferred and uncollected premium | 18,630,982 | 28,414,297 | (9,783,315) |
| Other | 303,149 | 849,787 | (546,638) |
| Subtotal | 19,046,473 | 29,420,422 | (10,373,949) |
| Capital: | | | |
| Investments | 1,981,025 | 2,752,874 | (771,849) |
| Subtotal | 1,981,025 | 2,752,874 | (771,849) |
| Deferred tax liabilities | 21,027,498 | 32,173,296 | (11,145,798) |
| Net deferred tax assets | $ 24,838,194 | 38,338,826 | (13,500,632) |


(Continued)

The Company's income tax incurred and change in deferred tax differ from the amount obtained by applying the federal statutory rate of 35% to income before income taxes and net realized capital gains (losses) as follows:

| | 2017 | Effective 2017 tax rate | 2016 | Effective 2016 tax rate |
|---|---|---|---|---|
| Income before taxes and realized capital gains (losses) | $ 102,230,144 | —% | $ 106,880,558 | —% |
| Income tax expense at 35% statutory rate | $ 35,780,550 | 35.0% | $ 37,408,196 | 35.0% |
| Increase (decrease) in tax resulting from: | | | | |
| Dividends received deduction | $ (1,365,947) | -1.3% | $ (1,573,155) | -1.5% |
| Nondeductible expenses for meals and other items | 1,662,620 | 1.6% | 1,913,616 | 1.8% |
| Management fees | (2,253,425) | -2.2% | (1,960,000) | -1.8% |
| School bond and low income housing tax credits | (2,100,320) | -2.1% | (1,894,320) | -1.8% |
| Tax-exempt income | (2,741) | 0.0% | (3,053) | 0.0% |
| Tax adjustment for IMR | (2,102,283) | -2.0% | (1,669,899) | -1.6% |
| Deferred tax benefit on nonadmitted assets | 4,375,255 | 4.3% | (5,230,427) | -4.9% |
| Remove impact of tax rate change included in deferred tax benefit on nonadmitted assets | (4,529,141) | -4.5% | — | 0.0% |
| Timing differences on realized gains and losses | (1,773,790) | -1.7% | 268,234 | 0.3% |
| Prior year adjustment to current and deferred taxes | (2,109,350) | -2.1% | (506,802) | -0.5% |
| Total income tax expected before tax rate change | $ 25,581,428 | 25.0% | $ 26,752,390 | 25.0% |
| Adj to SAP deferred income taxes for tax rate change from 35% to 21% (excludes tax on unrealized gains and losses) | 38,204,386 | 37.4% | — | 0.0% |
| Total income tax expected after adjustment for tax rate change from 35% to 21% | $ 63,785,814 | 62.4% | $ 26,752,390 | 25.0% |
| Current income taxes incurred (excludes tax on net realized gains and losses and reserve method changes) | $ 31,554,611 | 31.0% | $ 32,030,414 | 30.0% |
| Net change in deferred income taxes (excludes tax on unrealized gains and losses and reserve method changes) | 32,231,203 | 31.5% | (5,278,024) | -5.0% |
| Total income tax reported | $ 63,785,814 | 62.5% | $ 26,752,390 | 25.0% |

The Tax Cuts and Jobs Act was enacted on December 22, 2017 and materially impacts the net deferred tax assets reported by the Company. This $38,204,386 is the impact of the tax rate change from 35% to 21% on net deferred tax assets without unrealized gains and losses. The total impact of the tax rate



(Continued)

change from 35% to 21% on net deferred tax assets is $37,047,712 when including the ($1,156,674) impact of the tax rate change on the deferred tax liability attributable to unrealized gains and losses.

As of December 31, 2017, there are no operations loss deductions, capital loss, or tax credit carryforwards available for tax purposes.

The following are income taxes incurred in the current and prior years that will be available for recoupment in the event of future net losses:

| | Ordinary | Capital | Total |
|---|---|---|---|
| December 31, 2017 | $ — | 9,046,670 | 9,046,670 |
| December 31, 2016 | — | 7,114,280 | 7,114,280 |
| December 31, 2015 | — | 1,320,831 | 1,320,831 |

Due to the change in Federal tax law resulting from the enactment of the Tax Cuts and Jobs Act on December 22, 2017, the 3-year carry back of ordinary losses to the extent of ordinary income generated in the carry back years is no longer available. The 3-year carry back of capital losses is still allowed to the extent of capital gains generated in the carry back years. The amounts in this table represent the income tax incurred on capital gains in the current and prior years that will be available for recoupment in the event of future net capital losses.

As of December 31, 2017, there were no deposits admitted under Section 6603 of the Internal Revenue Code.

The Company is included in a consolidated federal income tax return with the following entities:

American Fidelity Corporation
American Public Life Insurance Company
American Fidelity Securities, Inc.
InvesTrust
American Fidelity General Agency, Inc.
AF Professional Employment Group, LLC
First Financial Securities of America, Inc.
American Fidelity Property Company
American Fidelity Administrative Services, LLC
American Fidelity International Holdings, Inc.
Enrollcom, Inc.
AF Apartments, Inc.
Market Place Realty Corporation
American Fidelity Property Services, LLC
American Fidelity Community Services, Inc.
Home Rentals Inc.
Apple Creek Apartments, Inc.

The method of tax allocation between the companies is subject to a written agreement approved by the Board of Directors. Allocation is based on separate return calculations at the group's effective tax rate with current credit for net losses. Intercompany tax balances are settled annually.

The Company has no tax loss contingencies for which it is reasonably possible that the total liability will significantly increase within twelve months of the reporting date.

The Company files income tax returns in the U.S. federal jurisdiction and various states. The Company is no longer subject to U.S. federal income tax examinations for years prior to 2014 and state and local

income tax examinations for years prior to 2013. The Company is not currently under examination by any taxing authority.

**(9) Reinsurance**

Reinsurance contracts do not relieve the Company from its obligations to policyholders. Failure of reinsurers to honor their obligations could result in losses to the Company. The Company evaluates the financial condition of its reinsurers and monitors concentrations of credit risk arising from similar geographic regions, activities, or economic characteristics of the reinsurers to minimize its exposure to significant losses from reinsurer insolvencies. Management believes that all reinsurers presently used are financially sound and will be able to meet their contractual obligations; therefore, no significant allowance for uncollectible amounts has been included in the December 31, 2017 or 2016 statutory financial statements. Estimated amounts that reduce the reserves for future policy benefits at December 31, 2017 and 2016 for reinsurance ceded are approximately $1,121,336,000 and $1,105,970,000, respectively. At December 31, 2017 and 2016, amounts that reduced the reserves for future policy benefits of approximately $734,182,000 and $742,164,000, respectively, were associated with one reinsurer (note 14).

At December 31, 2017 and 2016, the Company had unsecured aggregate recoverable from the following reinsurers for policy and contracts claims, paid and unpaid, that exceeds 3% of the Company's surplus, as follows:

| Group | | 2017 | 2016 |
|---|---|---|---|
| Hannover Life Reassurance Company | $ | 1,714,431 | 2,455,492 |
| Hannover Reassurance (Ireland) LTD | | 15,862,370 | 11,129,986 |
| Total group | | 17,576,801 | 13,585,478 |
| Gerber Life Insurance Company | | 9,535,683 | 11,585,543 |
| Total | $ | 27,112,484 | 25,171,021 |

Reinsurance agreements in effect for life insurance policies vary according to the age of the insured and the type of risk. Retention amounts for life insurance range from $250,000 on domestic individual life coverages to $500,000 on group life and Latin American individual life coverages, with slightly lower limits on accidental death benefits. At December 31, 2017 and 2016, the face amounts of life insurance in force that are reinsured amounted to approximately $8,167,000,000 and $8,557,000,000, respectively (approximately 29.8% and 33.9% of total life insurance in force, respectively).

Reinsurance agreements in effect for accident and health insurance policies vary with the type of coverage. There are no accident and health reinsurance treaties subject to retention limits.

The effects of reinsurance agreements on earned premiums, prior to deductions for benefits, and commission allowances are as follows for the years ended December 31, 2017 and 2016:

| | 2017 | 2016 |
|---|---|---|
| Reinsurance ceded | $ 222,403,939 | 209,666,031 |
| Reinsurance assumed | 50,128,570 | 44,768,192 |

Reinsurance agreements reduced benefits paid for life and accident and health policies by approximately $197,162,000 and $198,393,000 for the years ended December 31, 2017 and 2016, respectively.

## (10) Employee Benefit Plans

The Company participates in a pension plan (the Plan), sponsored by AFC, and is not directly liable for obligations under the Plan. The Plan covers all employees who have satisfied longevity and age requirements. The Company's funding policy is to contribute annually the maximum amount that can be deducted for federal income tax purposes. Contributions are intended to provide not only for benefits attributed to service to date, but also for those expected to be earned in the future. The Company contributed approximately $16,150,000 and $9,566,000 to the Plan during the years ended December 31, 2017 and 2016, respectively. AFC also offers certain postretirement benefits other than the Plan.

The Company participates in a defined-contribution thrift and profit sharing plan as provided under Section 401(a) of the Code, which includes the tax deferral feature for employee contributions provided by Section 401(k) of the Code. The Company contributed approximately $8,483,000 and $7,664,000 to this plan during the years ended December 31, 2017 and 2016, respectively.

SSAP No. 102, *Accounting for Pensions*, *A replacement of SSAP No. 89*, is effective for years beginning January 1, 2013. The Company participates in a Consolidated/Holding Company plan for pension benefits and is not directly liable for obligations under the Plan. The accounting and reporting requirements of SSAP No. 102 have no impact on the Company's financial statements, as the applicable requirements under Paragraph 80 have not changed from past years.

## (11) Leases

The Company leases various properties to nonaffiliates under operating lease agreements, which expire or are cancelable within one year. The properties leased are included in the statutory statements of admitted assets, liabilities, and capital and surplus as investment real estate. Rental income on these properties is included in the statutory statements of operations as net investment income.

Investment real estate held for lease is as follows at December 31:

| | 2017 | 2016 |
|---|---|---|
| Land and buildings, net of encumbrances | $ 28,953,530 | 16,359,601 |
| Less accumulated depreciation | (8,457,362) | (6,293,343) |
| Net investment real estate | $ 20,496,168 | 10,066,258 |


(Continued)

The Company entered into a lease agreement with 9000 Broadway LLC, a related party, on December 31, 2012, and modified effective January 1, 2014. The balance due will be paid in monthly amounts of approximately $714,000 over the 20 year term of the lease.

**(12) Related-Party Transactions**

The Company paid cash dividends to AFC in the amount of approximately $35,000,000 during 2017 and $45,000,000 during 2016. There were no other transactions with affiliates in amounts, which exceeded one-half of one percent of the total admitted assets of the Company.

At December 31, 2017 and 2016, the Company reported approximately $9,936,000 and $6,492,000, respectively, as amounts due from AFC.

The Company leases office space from a subsidiary of AFC. The rent payments associated with this lease were approximately $13,643,000 and $14,045,000 in 2017 and 2016, respectively.

During 2017 and 2016, the Company entered into three-year software lease agreements with AFC. Lease expense related to these agreements was approximately $5,397,000 and $5,471,000 for the years ended December 31, 2017 and 2016, respectively, and is included in general insurance expenses.

The Company leases automobiles, furniture, and equipment from a partnership that owns a controlling interest in AFC. These operating leases are cancelable upon one month's notice. During the years ended December 31, 2017 and 2016, payments under these leases were approximately $12,692,000 and $10,904,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFC provides certain services on a cost basis with no markup. During the years ended December 31, 2017 and 2016, the Company paid management fees to AFC totaling approximately $8,456,000 and $8,662,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Fidelity International (Bermuda) Ltd. (AFIBL). During the years ended December 31, 2017 and 2016, AFIBL paid management fees to AFA of approximately $2,103,000.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Public Life Insurance Company (APL). During the years ended December 31, 2017 and 2016, APL paid management fees to AFA of approximately $1,500,000 and $750,000, respectively.

During the years ended December 31, 2017 and 2016, the Company paid investment advisory fees to a partnership that owns a controlling interest in AFC totaling approximately $10,481,000 and $10,048,000, respectively.

## (13) Commitments and Contingencies

Rent expense for the years ended December 31, 2017 and 2016 was approximately $30,516,000 and $29,273,000, respectively. A portion of rent expense relates to leases that expire or are cancelable within one year. The approximate aggregate minimum annual rental commitments as of December 31, 2017 under noncancelable long-term leases for office space are as follows:

| | | |
|---|---|---|
| 2018 | $ | 11,713 |
| 2019 | | 11,193 |
| 2020 | | 10,082 |
| 2021 | | 9,214 |
| 2022 | | 8,706 |
| 2023 and thereafter | | 127,115 |

The Company has outstanding mortgage loan commitments of approximately $9,500,000 and $19,010,000 at December 31, 2017 and 2016, respectively.

The Company is subject to state guaranty association assessments in all states in which it is licensed to do business. These associations generally guarantee certain levels of benefits payable to resident policyholders of insolvent insurance companies. Many states allow premium tax credits for all or a portion of such assessments, thereby allowing potential recovery of these payments over a period of years. However, several states do not allow such credits. The Company estimates its liabilities for guaranty association assessments by using the latest information available from the National Organization of Life and Health Insurance Guaranty Associations. The Company monitors and revises its estimates for assessments as additional information becomes available, which could result in changes to the estimated liabilities. As of December 31, 2017 and 2016, liabilities for guaranty association assessments totaled approximately $2,210,000 and $985,000, respectively. Other operating expenses related to state guaranty association assessments were minimal for the years ended December 31, 2017 and 2016.

In the normal course of business, there are various legal actions and proceedings pending against the Company and its subsidiaries. In management's opinion, the ultimate liability, if any, resulting from these legal actions will not have a material adverse effect on the Company's financial position.

## (14) Acquired Business – Mid-Continent Life Insurance Company

Effective December 31, 2000, the Company entered into an assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, in his capacity as receiver of Mid-Continent Life Insurance Company (MCL) of Oklahoma City, Oklahoma. Under this agreement, the Company assumed MCL's policies in force, with the exception of a small block of annuity policies that was assumed effective January 1, 2001. In a concurrent reinsurance agreement, the Company ceded 100% of the MCL policies assumed to Hannover Life Reassurance Company of America. In 2002, this agreement was then transferred to Hannover Life Reassurance Company of Ireland (HLR). The agreement with HLR is a funds withheld arrangement, with the Company ceding net policy assets and liabilities of approximately $724,753,000 and $732,349,000 to HLR and maintaining a funds withheld liability at December 31, 2017 and 2016, respectively.


(Continued)

Under the terms of the agreement with the receiver, the Company has guaranteed that the amount of premiums charged under the assumed “Extra-Life” contracts will not increase during the 17-year period beginning December 31, 2000, and will only increase thereafter if certain conditions are met. In 2018, the Company demonstrated to the Oklahoma Department of Insurance that those certain conditions had been met and the Company will implement a rate increase beginning in July of 2018. The Company has also guaranteed that the current dividend scale on the assumed “Extra-Life” contracts shall not be reduced or eliminated during the five-year period beginning December 31, 2000. Beginning January 1, 2006, the dividends on the assumed “Extra-Life” contracts are no longer guaranteed pursuant to the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma.

As required by the terms of the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, the Company and HLR agreed that a Supplemental Policyholder Reserve (SPR) would be established. The initial SPR is equal to the net of the assets and liabilities received from MCL under the assumption agreement, less amounts ceded to other reinsurance carriers. The SPR is 100% ceded to HLR.

The purpose of the SPR is to provide additional protection to the MCL policyholders against premium increases and to ensure that profits are recognized over the lives of the underlying policies, rather than being recognized up front. The method for calculation of the initial SPR was specified precisely in the agreement with the receiver. The method for calculating the SPR for periods beyond the purchase date was developed by the Company, as this reserve is not otherwise required statutorily or under existing actuarial valuation guidance. The SPR is divided into two parts: (a) an additional reserve for future benefits, which is an estimate of the amount needed, in addition to the policy reserves and liability for future dividends, to fund benefits assuming there are no future premium rate increases, and (b) an additional reserve for future estimated profit, which represents the profit the Company expects to earn on this business over the lives of the underlying policies. The SPR is reprojected each year to recognize current and future profits as a level percentage of future projected required capital amounts each year, resulting in a level return on investment. Any remaining SPR will not automatically be released after the premium guarantee period of 17 years because the SPR is to be held until there is an actuarial certainty that premium rate increases will not be needed. The calculation of the SPR is subject to significant volatility, as it is highly dependent upon assumptions regarding mortality, lapse experience, and investment return. Small shifts in any of these underlying assumptions could have a dramatic impact on the value of the SPR. The SPR was approximately $369,102,000 and $376,521,000 for 2017 and 2016, respectively.

Under the terms of the agreement with HLR, HLR has agreed to share future profits on a 50/50 basis with the Company through an experience refund account. The experience refund account is calculated as premium income plus investment income less reserve increases (including the SPR), benefits paid, and administrative expense allowances paid to the Company and is settled on a quarterly basis. Losses are not shared on a 50/50 basis, except to the extent that a net loss in the experience account at the end of a quarter carries forward to future quarters. There was no experience refund earned by the Company in 2017 and 2016. Due to the nature of a funds withheld reinsurance arrangement, the components of the experience refund calculation are reported as separate components in the accompanying summary of operations. Premium income, reserve increases, and benefits paid related to this block are reported as reductions of premium income, changes in reserves, and benefits for reinsurance ceded, as required by the terms of the agreement. Investment income on the funds withheld is included in AFA’s investment income, and administrative expense allowances paid to AFA are reported as a reduction of AFA’s expense. The

impact of ceding investment income on funds withheld is reported as a reduction of net investment income in the accompanying summary of operations.

**(15) Life Contracts – Premiums**

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2017 were as follows:

| | | Gross | Net of loading |
|---|---|---|---|
| Ordinary new business | $ | 22,313,524 | 2,142,189 |
| Ordinary renewal | | 43,492,685 | 36,593,406 |
| Group life | | 55,596 | 55,563 |
| Total | $ | 65,861,805 | 38,791,158 |

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2016 were as follows:

| | | Gross | Net of loading |
|---|---|---|---|
| Ordinary new business | $ | 15,540,170 | 2,060,989 |
| Ordinary renewal | | 38,666,438 | 32,565,141 |
| Group life | | 71,993 | 71,841 |
| Total | $ | 54,278,601 | 34,697,971 |

**(16) Short-Duration Contracts**

*Liabilities for Unpaid Claims and Claims Expenses*

The following is information about incurred and paid claims development as of December 31, 2017. Such amounts are presented net of reinsurance, and are not discounted. The tables present claims development and cumulative claim payments by incurred year. The development tables are only presented for significant short-duration product liabilities. The information about incurred and paid claims development prior to 2016 is presented as supplementary information.



(Continued)

Joint Venture (in thousands):

| Accident Year | Incurred Claims and Allocated Claim Adjustment Expenses, Net of Reinsurance For the Years Ended December 31, Unaudited | | | | | | | | | | As of December 31, 2017 | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | Total of IBNR Liabilities Plus Expected Development on Reported Claims | Cumulative Number of Reported Claims* |
| 2008 | $ 77,492 | 66,603 | 63,557 | 63,623 | 63,560 | 63,517 | 63,517 | 63,517 | 63,517 | 63,517 | — | NA |
| 2009 | | 76,333 | 66,360 | 62,478 | 61,776 | 61,690 | 62,037 | 62,037 | 62,037 | 62,037 | — | NA |
| 2010 | | | 74,400 | 67,176 | 68,029 | 67,271 | 67,271 | 67,225 | 67,247 | 67,247 | — | NA |
| 2011 | | | | 77,020 | 57,571 | 54,187 | 54,151 | 54,076 | 54,112 | 54,112 | — | NA |
| 2012 | | | | | 79,103 | 66,845 | 65,243 | 63,987 | 64,188 | 64,153 | — | NA |
| 2013 | | | | | | 79,418 | 68,263 | 65,067 | 64,474 | 64,265 | — | NA |
| 2014 | | | | | | | 67,194 | 55,110 | 53,387 | 53,363 | 37 | NA |
| 2015 | | | | | | | | 64,488 | 56,920 | 55,788 | 171 | NA |
| 2016 | | | | | | | | | 65,557 | 61,175 | 983 | NA |
| 2017 | | | | | | | | | | 69,000 | 21,859 | NA |
| Total | | | | | | | | | | $ 614,657 | | |

* Reported claims for the Joint Venture segment are processed and reported by different Managing General Underwriters or Third Party Administrators for each separate venture. While most reported claims are detailed in a centralized database, some historical information has not been maintained at the level necessary for this disclosure. Therefore, the number of individu claims reported is not available.

| Accident Year | Cumulative Paid Claims and Paid Allocated Claim Adjustment Expenses, Net of Reinsurance For the Years Ended December 31, Unaudited | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
| 2008 | $ 42,703 | 62,181 | 63,342 | 63,414 | 63,520 | 63,517 | 63,517 | 63,517 | 63,517 | 63,517 |
| 2009 | | 36,804 | 58,664 | 61,516 | 61,744 | 61,690 | 62,037 | 62,037 | 62,037 | 62,037 |
| 2010 | | | 32,894 | 61,039 | 67,315 | 67,271 | 67,271 | 67,247 | 67,247 | 67,247 |
| 2011 | | | | 27,839 | 52,153 | 54,049 | 54,061 | 54,076 | 54,112 | 54,112 |
| 2012 | | | | | 29,111 | 61,017 | 63,648 | 63,924 | 64,188 | 64,153 |
| 2013 | | | | | | 30,034 | 62,988 | 64,306 | 64,217 | 64,265 |
| 2014 | | | | | | | 26,932 | 52,175 | 53,246 | 53,326 |
| 2015 | | | | | | | | 26,476 | 53,995 | 55,195 |
| 2016 | | | | | | | | | 28,614 | 58,072 |
| 2017 | | | | | | | | | | 34,060 |
| Total | | | | | | | | | | $ 575,984 |
| All outstanding liabilities before 2008, net of reinsurance | | | | | | | | | | $ — |
| Liabilities for claims and claim adjustment expenses, net of reinsurance | | | | | | | | | | 38,673 |



(Continued)

*Average Annual Percentage Payout*

The following is supplementary information about average historical claims duration as of December 31, 2017:

| | Average annual percentage payout of incurred claims by age, net of reinsurance | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Years** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| Joint venture | 51.31 % | 44.28 % | 3.70 % | 0.13 % | 0.10 % | 0.11 % | — % | — % | — % | — % |

*Significant Methodologies and Assumptions*

Joint Venture (JV) reserves are developed by looking at the historical pattern of paid claims and pending case reserves. Factors are developed using these patterns and are applied to the current cumulative paid claims and pending case reserves. For incurred months that are not fully credible, the Company weights the non-credible portion with the target loss ratio for the block.

*Reconciliation of the Disclosure of Incurred and Paid Claims Development to the Liability for Unpaid Claims and Cost Adjustment Expenses.*

The reconciliation of the net incurred and paid claims development tables to the liability for unpaid claims and claim adjustment expenses on the consolidated balance sheet were as follows at (in thousands):

| | December 31, 2017 | December 31, 2016 |
|---|---|---|
| Net Outstanding Liabilities | | |
| JV Insurance | $ 38,673 | $ 40,268 |
| Other short-duration insurance lines | 1,546 | 2,833 |
| Liabilities for unpaid claims and claim adjustment expenses, net of reinsurance | 40,219 | 43,101 |
| Reinsurance recoverable on unpaid claims | | |
| JV Insurance | 29,240 | 22,129 |
| Other insurance lines | 90,726 | 81,011 |
| Total reinsurance recoverable on unpaid claims | 119,966 | 103,140 |
| Insurance lines other than short-duration | 448,590 | 428,607 |
| Unallocated claim adjustment expenses | 10,329 | 9,968 |
| Liabilities for unpaid claims and claim adjustment expenses, net of reinsurance | 458,919 | 438,575 |
| Total gross liability for unpaid claims and claim adjustment expense | $ 619,104 | $ 584,816 |


(Continued)

## (17) Managing General Agents and Third-Party Administrators

Managing general agents (MGAs) and direct written contracts at December 31 were as follows:

| Name and address of managing general agent or third-party administrator | Federal employer identification number | Exclusive contract | Type of business written | Type of authority granted * | 2017 Direct written premium | 2016 Direct written premium |
|---|---|---|---|---|---|---|
| TRU Services, LLC<br>200 Cummings Center, Ste. 272 D<br>Beverly, MA 01915 | 04-3392571 | No | Excess loss medical and group life | U, C, CA, R, P | $ 31,322,507 | 37,729,238 |
| | Aggregate other | | | | 65,270,322 | 47,981,973 |
| Total MGA and third-party administrator premium | | | | | $ 96,592,829 | 85,711,211 |

* Abbreviations
U: Underwriting
C: Claims payment
CA: Claims adjustment
R: Reinsurance ceding
P: Premium collection



(Continued)

## (18) Affiliated Entities

The following is a summary of the significant ownership and affiliated entity relationships that existed at December 31, 2017:

| | |
|---|---|
| Immediate parent | American Fidelity Corporation |
| Other insurance affiliates | American Public Life Insurance Company |
| | American Fidelity International (Bermuda) Ltd. |
| Other affiliates | American Fidelity International Holdings, Inc. |
| | American Fidelity Property Company |
| | 6303 Portland, LLC |
| | Broadway Tech, LLC |
| | Apple Creek Apartments, Inc. |
| | American Fidelity General Agency, Inc. |
| | American Fidelity Securities, Inc. |
| | First Fidelity Bank and its affiliates |
| | INSURICA, Inc. and its affiliates |
| | Cameron Enterprises, A Limited Partnership and its affiliates |
| | InvesTrust Consulting, LLC |
| | InvesTrust Retirement Specialists, LLC |
| | InvesTrust |
| | American Fidelity Property Services, LLC |
| | Alcott HR Group, LLC |
| | First Financial Securities of America, Inc. |
| | AF Professional Employment Group, LLC |
| | Hawaii Development, LLC |
| | Home Rentals, Inc. |
| | 9000 Broadway, LLC |
| | Market Place Realty Corporation |
| | Health Services Administration, LLC |
| | American Fidelity Community Services, Inc. |
| | AF Apartments, Inc. |
| | Oklahoma Winery Partners, LLC |
| | Vintage Oakville Cross, LLC |
| | American Fidelity Administrative Services, LLC |
| | First Financial Capital Corporation, Inc. and its affiliates |



(Continued)

## (19) Reconciliations

Reconciliations of capital and surplus and net income on a GAAP basis to the amounts included in the accompanying statutory financial statements for the years ended December 31, 2017 and 2016 are as follows (in thousands):

| | Net income, year ended December 31 | | Capital and surplus, at December 31 | |
|---|---|---|---|---|
| | 2017 | 2016 | 2017 | 2016 |
| Amounts as reported on statutory basis | $ 66,199 | 76,434 | 430,624 | 414,602 |
| Adjustments: | | | | |
| Deferred policy acquisition costs | 41,358 | 36,200 | 622,638 | 584,217 |
| Policy benefit reserves | (254) | 10,674 | (2,275) | (2,625) |
| Deferred federal income taxes | 57,323 | (15,206) | (120,313) | (173,589) |
| Due and deferred premiums | (2,066) | (1,978) | (24,458) | (21,807) |
| Nonadmitted assets | — | — | 30,222 | 31,329 |
| Asset valuation reserve | — | — | 35,555 | 32,881 |
| Invested assets | 51,719 | 40,676 | 215,696 | 122,712 |
| Funds withheld derivative | (46,050) | (34,465) | (122,760) | (76,710) |
| Other, net | (2,483) | (7,102) | 35,552 | 26,053 |
| Amounts on a GAAP basis for consolidated presentation | $ 165,746 | 105,233 | 1,100,481 | 937,063 |

## (20) Guaranty Assessments

As of December 31, 2017, American Fidelity Assurance Company did not receive notice of any assessments that would have a material financial impact.

The amount of recognized liabilities under SSAP No. 35R is $2,210,000 and the related asset for premium tax credits is $1,535,558. The Company expects that the assessments would be billed and paid over the next year and the majority of the premium tax offsets would be realized over the next five years after that.


(Continued)

| | | |
|---|---|---|
| Assets recognized from paid and accrued premium tax offsets and policy surcharges prior year-end | $ | 954,625 |
| Decreases current year: | | |
| Premium tax offset applied | $ | 320,194 |
| Reduction in the estimated liability based on the new projections at the end of the current year | | 3,261,661 |
| Increases current year: | | |
| Assessment payments less refunds on insolvencies billed during the current year | $ | 3,148,462 |
| Adjustment to remove payments on insolvences | | (18,861) |
| Increase in the estimated assessment liability | | 4,729,056 |
| Assets recognized from paid and accrued premium tax offsets and policy surcharges current year end | $ | 5,231,427 |

## (21) Subsequent Events

The Company has evaluated events subsequent to December 31, 2017 and through April 19, 2018, the date on which the audited financial statements were issued.

**Schedule 1**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Selected Financial Data

December 31, 2017

| | | |
|---|---|---|
| Investment income earned: | | |
| Government bonds | $ | 1,956,048 |
| Other bonds (unaffiliated) | | 173,614,086 |
| Preferred stocks (unaffiliated) | | 300,000 |
| Common stocks (unaffiliated) | | 12,896 |
| Mortgage loans | | 24,897,481 |
| Real estate | | 6,844,174 |
| Premium notes, policy loans, and liens | | 3,240,046 |
| Cash on hand and on deposit | | 359,924 |
| Other invested assets | | 199,808 |
| Aggregate write-ins for investment income | | 260,600 |
| Gross investment income | $ | 211,685,063 |
| Real estate owned – book value | $ | 20,496,168 |
| Mortgage loans – book value: | | |
| Commercial mortgages | $ | 480,274,494 |
| Total mortgage loans | $ | 480,274,494 |
| Mortgage loans by standing – book value: | | |
| Good standing | $ | 480,274,494 |
| Other long-term invested assets – statement value | | 22,213,579 |
| Bonds and stocks of parents, subsidiaries, and affiliates – book value: | | |
| Common stocks | | 962,932 |
| Bonds and short-term investments by class and maturity: | | |
| Bonds and short-term investments by maturity – statement value: | | |
| Due within 1 year | $ | 140,539,674 |
| Over 1 year through 5 years | | 808,617,595 |
| Over 5 years through 10 years | | 1,321,085,509 |
| Over 10 years through 20 years | | 1,024,831,300 |
| Over 20 years | | 728,268,006 |
| SVO Identified Funds | | 20,093,868 |
| Total by maturity | $ | 4,043,435,952 |
| Bonds and short-term investments by class – statement value: | | |
| Class 1 | $ | 2,178,709,065 |
| Class 2 | | 1,789,262,908 |
| Class 3 | | 49,917,585 |
| Class 4 | | 12,009,777 |
| Class 5 | | 8,964,855 |
| Class 6 | | 4,571,762 |
| Total by class | | 4,043,435,952 |
| Total bonds and short-term investments publicly traded | | 3,102,343,975 |



(Continued)

**Schedule 1**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Selected Financial Data

December 31, 2017

| | |
|---|---|
| Common stocks – fair value (investments in affiliates at equity value) | $ 24,215,123 |
| Cash on hand and on deposit | 241,831,403 |
| Life insurance in force (net): | |
| Ordinary | 18,351,436,000 |
| Group life | 852,566,000 |
| Amount of accidental death insurance in force under ordinary policies (net) | 3,166,935,000 |
| Life insurance policies with disability provisions in force (net): | |
| Ordinary | 1,946,443,000 |
| Group life | 57,671,000 |
| Supplementary contracts in force (net): | |
| Ordinary – not involving life contingencies: | |
| Amount on deposit | 95,797 |
| Income payable | |
| Ordinary – involving life contingencies (net): | 61,983 |
| Income payable | |
| Annuities: | |
| Ordinary: | |
| Immediate – amount of income payable | $ 8,009,261 |
| Deferred – fully paid account balance | 826,840,159 |
| Group: | |
| Immediate – amount of income payable | 427,452 |
| Accident and health insurance – premiums in force: | |
| Ordinary | 350,347,962 |
| Group | 571,217,024 |
| Deposit funds and dividend accumulations: | |
| Deposit funds – account balance | 5,984 |
| Dividend and coupon accumulations – account balance | 184,436 |
| Claims payments: | |
| Other accident and health: | |
| 2017 | 100,914,637 |
| 2016 | 29,256,152 |
| 2015 | 3,490,756 |
| 2014 | 1,382,558 |
| 2013 | 746,414 |
| Prior | 560,230 |
| Group accident and health: | |
| 2017 | 92,087,799 |
| 2016 | 63,526,254 |
| 2015 | 11,590,303 |
| 2014 | 5,445,545 |
| 2013 | 4,032,238 |
| Prior | 18,634,492 |

See accompanying independent auditors' report.

**Schedule 2**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2017

1. Total admitted assets, excluding separate accounts: $5,114,945,433

2. The Company's 10 largest exposures to a single issuer/borrower/investment, excluding U.S. government, U.S. government agency securities, and those U.S. government money market funds listed in the Appendix to the NAIC SVO Purposes and Procedures Manual as exempt, property occupied by the Company, and policy loans at December 31, 2017 are as follows:

| Investment category | Amount | Percentage of total admitted assets |
|---|---|---|
| Woodside Finance Ltd | $ 16,987,184 | 0.332% |
| Enbridge, Inc | 16,425,454 | 0.321 |
| ZP, LLC | 16,160,795 | 0.316 |
| Thermo Fisher Scientific | 15,844,306 | 0.310 |
| Kroger Co | 15,483,045 | 0.303 |
| Crown Equipment | 15,323,470 | 0.300 |
| Equifax, Inc | 15,303,030 | 0.299 |
| Morgan Stanley | 15,186,770 | 0.297 |
| Priceline Group, Inc. | 14,981,260 | 0.293 |
| Cox Communications, Inc | 14,944,015 | 0.292 |

3. The Company's investments in bonds, short-term investments, and preferred stocks by NAIC rating at December 31, 2017 are as follows:

| Bonds, short-term investments, and preferred stocks | Amount | Percentage of total admitted assets |
|---|---|---|
| NAIC-1 | $ 2,178,709,065 | 42.595% |
| NAIC-2 | 1,793,262,908 | 35.059 |
| NAIC-3 | 49,917,585 | 0.976 |
| NAIC-4 | 12,009,777 | 0.235 |
| NAIC-5 | 8,964,855 | 0.175 |
| NAIC-6 | 4,782,982 | 0.094 |

**Schedule 2**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2017

4. Assets held in foreign investments:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Are assets held in foreign investments less than 2.5% of the reporting entity's total admitted assets? | | Yes ( ) No (X ) |
| Total admitted assets held in foreign investment | $ 477,308,286 | 9.332% |
| Foreign-currency-denominated investments | — | — |
| Insurance liabilities denominated in that same foreign currency | — | — |

5. Aggregate foreign investment exposure categorized by NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC-1 | $ 442,455,046 | 8.650% |
| Countries rated NAIC-2 or below | 34,853,240 | 0.681 |

6. Largest foreign investment exposures by country, categorized by the country's NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC – 1: | | |
| Country 1: Australia | $ 119,782,987 | 2.342% |
| Country 2: Great Britain | 100,440,082 | 1.964 |
| Countries rated NAIC – 2 or below: | | |
| Country 1: Mexico | $ 31,727,687 | 0.620% |
| Country 2: Italy | 3,000,000 | 0.059 |

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2017

10. Ten largest nonsovereign (i.e., nongovernmental) foreign issues:

| Issuer | Amount | Percentage of total admitted assets |
|---|---|---|
| Woodside Finance Ltd 144A | $ 16,987,183 | 0.332% |
| Grupo Bimbo | 14,935,129 | 0.292 |
| WPP France 2010 | 14,817,183 | 0.290 |
| Shell International | 11,187,693 | 0.219 |
| NSW | 11,000,000 | 0.215 |
| Orange SA | 10,935,931 | 0.214 |
| Scentre Group Trust 1/2 | 10,306,371 | 0.201 |
| Electricite De France | 10,245,779 | 0.200 |
| Reckitt Benckiser Tsy | 9,971,332 | 0.195 |
| Transurban Finance Co 144A | 9,932,087 | 0.194 |

16a. The aggregate mortgage interest represents the combined value of all mortgages secured by the same property or same group of properties. Each of the Company's 10 largest aggregate mortgage interests at December 31, 2017 are as follows:

| Type (commercial) | Amount | Percentage of total admitted assets |
|---|---|---|
| ZP, LLC | $ 16,160,795 | 0.316% |
| Crown Equipment | 15,323,470 | 0.300 |
| CE Enterprise Partners | 13,620,158 | 0.266 |
| Wildcat Commons, LLC | 11,507,429 | 0.225 |
| Daboo, LLC | 11,404,665 | 0.223 |
| Susan A Cox | 9,414,512 | 0.184 |
| Apollo Partners LP | 9,112,769 | 0.178 |
| Locke Supply Co | 8,330,236 | 0.163 |
| DWB Greeneville, LLC | 6,973,212 | 0.136 |
| Kuakini Self Storage, LLC | 6,425,947 | 0.126 |

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2017

16b. The Company's mortgage loans have the following loan-to-value ratios as determined from the most current appraisal as of the annual statement date:

| | Loan-to-value | Commercial | Percentage of total admitted assets |
|---|---|---|---|
| i. | above 95% | $ — | — % |
| ii. | 91% to 95% | — | — |
| iii. | 81% to 90% | — | — |
| iv. | 71% to 80% | 37,389,678 | 0.731 |
| v. | below 70% | 442,884,816 | 8.659 |

Items 7 through 9, 11 through 15, 17a, and 18 through 23 are not applicable to the Company.

See accompanying independent auditors' report.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2017

| Investment categories | Gross investment holdings | | Admitted assets as reported in the annual statement | |
|---|---|---|---|---|
| | Amount | Percentage | Amount | Percentage |
| Bonds: | | | | |
| U.S. Treasury securities | $ 1,020,393 | 0.021% | $ 1,020,393 | 0.021% |
| U.S. government agency obligations (excluding mortgage-backed securities): | | | | |
| Issued by U.S. government agencies | 3,874,559 | 0.079% | 3,874,559 | 0.079% |
| Issued by U.S. government sponsored agencies | 392,916,263 | 8.030% | 392,916,263 | 8.030% |
| Non-U.S. government (including Canada, excluding mortgage-backed securities) | 28,230,642 | 0.577% | 28,230,642 | 0.577% |
| Securities issued by states, territories, and possessions and political subdivisions in the United States: | | | | |
| States, territories, and possessions general obligations | 261,923,324 | 5.353% | 261,923,324 | 5.353% |
| Revenue and assessment obligations | 145,782,863 | 2.980% | 145,782,863 | 2.980% |
| Mortgage-backed securities (includes residential and commercial MBS): | | | | |
| Pass-through securities: | | | | |
| Issued or guaranteed by GNMA | 1,967,884 | 0.040% | 1,967,884 | 0.040% |
| Issued or guaranteed by FNMA and FHLMC | 811,746 | 0.017% | 811,746 | 0.017% |
| All other | | | | |
| CMOs and REMICs: | | | | |
| Issued or guaranteed by GNMA, FNMA, FHLMC, and VA | 638,503,848 | 13.050% | 638,503,848 | 13.050% |
| All other | 82,504,602 | 1.686% | 82,504,602 | 1.686% |
| Other debt and other fixed income securities (excluding short-term): | | | | |
| Unaffiliated domestic securities (includes credit tenant loans rated by the SVO) | 1,937,552,411 | 39.600% | 1,937,552,411 | 39.600% |
| Unaffiliated foreign securities | 548,347,417 | 11.207% | 548,347,417 | 11.207% |
| Equity interests: | | | | |
| Preferred stocks: | | | | |
| Unaffiliated | 4,211,220 | 0.086% | 4,211,220 | 0.086% |
| Publicly traded equity securities (excluding preferred stocks): | | | | |
| Unaffiliated | 373,438 | 0.008% | 373,438 | 0.008% |
| Other equity securities: | | | | |
| Affiliated | 962,932 | 0.020% | 962,932 | 0.020% |
| Unaffiliated | 22,878,753 | 0.468% | 22,878,753 | 0.468% |



Continued

Schedule 3

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2017

| Investment categories | Gross investment holdings | | Admitted assets as reported in the annual statement | |
|---|---|---|---|---|
| | Amount | Percentage | Amount | Percentage |
| Mortgage loans: | | | | |
| Commercial loans | $ 480,274,494 | 9.816% | $ 480,274,494 | 9.816% |
| Real estate investments: | | | | |
| Property held for production of income (including $0 of property acquired in satisfaction of debt) | 20,496,168 | 0.419% | 20,496,168 | 0.419% |
| Property held for sale (including $0 of property acquired in satisfaction of debt) | | | | |
| Policy loans | 55,266,258 | 1.130% | 55,266,258 | 1.130% |
| Receivables for securities | 891,977 | 0.018% | 891,977 | 0.018% |
| Cash, cash equivalents, and short-term investments | 241,831,403 | 4.943% | 241,831,403 | 4.943% |
| Other invested assets | 22,213,579 | 0.454% | 22,213,579 | 0.454% |
| Total invested assets | $ 4,892,836,174 | 100% | $ 4,892,836,174 | 100% |

See accompanying independent auditors' report.

# AMERICAN FIDELITY ASSURANCE COMPANY

Statutory Financial Statements and Schedules

December 31, 2015 and 2014

(With Independent Auditors' Report Thereon)

KPMG LLP
210 Park Avenue, Suite 2850
Oklahoma City, OK 73102-5683

# Independent Auditors' Report

The Board of Directors
American Fidelity Assurance Company:

## *Report on the Financial Statements*

We have audited the accompanying statutory financial statements of American Fidelity Assurance Company (the Company), which comprise the statutory statements of admitted assets, liabilities, and capital and surplus as of December 31, 2015 and 2014, and the related statutory statements of operations, capital and surplus, and cash flow for the years then ended, and the related notes to the statutory financial statements.

## *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

## *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

KPMG LLP is a Delaware limited liability partnership, the U.S. member firm of KPMG International Cooperative ("KPMG International"), a Swiss entity.

***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As described in note 1 to the statutory financial statements, the financial statements are prepared by the Company using statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a basis of accounting other than U.S. generally accepted accounting principles. Accordingly, the financial statements are not intended to be presented in accordance with U.S. generally accepted accounting principles.

The effects on the financial statements of the variances between the statutory accounting practices and U.S. generally accepted accounting principles also are described in note 18.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the variances between statutory accounting principles and U.S. generally accepted accounting principles discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statements referred to above do not present fairly, in accordance with U.S. generally accepted accounting principles, the financial position of American Fidelity Assurance Company as of December 31, 2015 and 2014, or the results of its operations or its cash flows for the years then ended.

***Opinion on Statutory Basis of Accounting***

In our opinion, the financial statements referred to above present fairly, in all material respects, the admitted assets, liabilities, and capital and surplus of American Fidelity Assurance Company as of December 31, 2015 and 2014, and the results of its operations and its cash flow for the years then ended, in accordance with statutory accounting practices prescribed or permitted by the Oklahoma Insurance Department described in note 1.

***Other Matter***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included in the supplemental schedules of selected financial data, investment risk interrogatories, and summary schedule of investments, is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the Oklahoma Insurance Department. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

/s/KPMG LLP

Oklahoma City, Oklahoma
May 16, 2016

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2015 and 2014

| Admitted Assets | 2015 | 2014 |
|---|---|---|
| Cash and invested assets: | | |
| Bonds, at amortized cost (fair value: $3,798,014,131 and $3,766,794,670 in 2015 and 2014, respectively) | $ 3,720,637,147 | 3,502,505,616 |
| Preferred stocks, at cost (fair value: $4,358,200 and $277,092 in 2015 and 2014, respectively) | 4,211,220 | 211,220 |
| Common stocks, at fair value (cost: $15,566,172 and $16,408,121 in 2015 and 2014, respectively) | 24,230,887 | 24,333,878 |
| Common stock, investment in affiliates at equity value | 790,709 | 780,706 |
| Mortgage loans on real estate | 393,280,807 | 354,597,714 |
| Investment real estate, at cost (less accumulated depreciation of $4,898,719 and $3,540,781 in 2015 and 2014, respectively and less encumbrances of $14,486,300 and $15,079,657 in 2015 and 2014, respectively) | 10,713,130 | 11,954,975 |
| Policy loans | 52,673,645 | 51,928,464 |
| Cash and short-term investments, at cost, which approximates fair value | 175,188,228 | 132,976,274 |
| Other invested assets | 21,866,789 | 22,106,042 |
| Total cash and invested assets | 4,403,592,562 | 4,101,394,889 |
| Life insurance premiums and annuity considerations deferred and uncollected | 32,335,500 | 29,970,810 |
| Accident and health premiums due and unpaid | 46,576,168 | 50,231,651 |
| Investment income due and accrued | 39,990,590 | 38,592,265 |
| Amounts recoverable from reinsurers | 2,945,575 | 874,367 |
| Other receivables under reinsurance contracts | 17,521,100 | 16,328,383 |
| Equipment, at cost (less accumulated depreciation of $0 in 2015 and 2014) | 401,367 | 1,828 |
| Other assets | 79,433,645 | 72,836,409 |
| Separate account assets | 558,314,969 | 648,749,195 |
| Total admitted assets | $ 5,181,111,476 | 4,958,979,797 |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Admitted Assets,
Liabilities, and Capital and Surplus

December 31, 2015 and 2014

| Liabilities and Capital and Surplus | 2015 | 2014 |
|---|---|---|
| Aggregate reserves: | | |
| Life policies and contracts | $ 2,060,946,289 | 1,840,170,395 |
| Accident and health policies | 528,014,413 | 495,551,552 |
| Total aggregate reserves | 2,588,960,702 | 2,335,721,947 |
| Policy and contract claims reserves | 152,759,713 | 154,040,496 |
| Liability for premiums and other deposit funds | 9,955,264 | 10,391,344 |
| Remittances and items not allocated | 17,726,985 | 3,926,664 |
| General insurance expenses, taxes, licenses, and fees due or accrued | 90,446,161 | 70,250,585 |
| Funds held under coinsurance (notes 9 and 14) | 737,412,044 | 736,704,703 |
| Other liabilities | 94,122,695 | 95,848,223 |
| Borrowed money | 522,915,427 | 522,973,345 |
| Separate account liabilities | 558,314,969 | 648,749,195 |
| Total liabilities | 4,772,613,960 | 4,578,606,502 |
| Capital and surplus: | | |
| Common stock, par value $10 per share, 250,000 shares authorized, issued, and outstanding | 2,500,000 | 2,500,000 |
| Additional paid-in capital | 5,804,686 | 5,804,686 |
| Unassigned surplus | 400,192,830 | 372,068,609 |
| Total capital and surplus | 408,497,516 | 380,373,295 |
| Commitments and contingencies (notes 7, 8, 12, and 13) | | |
| Total liabilities and capital and surplus | $ 5,181,111,476 | 4,958,979,797 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Operations

Years ended December 31, 2015 and 2014

| | 2015 | 2014 |
|---|---|---|
| Income: | | |
| Life insurance premiums and annuity considerations | $ 355,371,149 | 239,212,269 |
| Accident and health insurance premiums | 602,521,311 | 583,252,676 |
| Net investment income (less investment expenses of $32,611,100 and $34,122,550 in 2015 and 2014, respectively) | 173,129,135 | 165,218,489 |
| Commissions and expense allowances on reinsurance ceded | (3,156,671) | (2,571,281) |
| Other income | 41,978,170 | 39,884,685 |
| Total income | 1,169,843,094 | 1,024,996,838 |
| Benefits and other deductions: | | |
| Death benefits and matured endowments | 21,861,762 | 25,411,216 |
| Annuity benefits | 9,052,529 | 9,502,717 |
| Accident and health and disability benefits | 294,443,710 | 293,082,004 |
| Interest and adjustments on policy or deposit-type contract funds | 410,929 | 291,898 |
| Other benefits to policyholders and beneficiaries | 107,320,332 | 99,532,076 |
| Increase in aggregate reserves for future policy benefits | 253,238,755 | 150,631,778 |
| Commissions on premiums and annuity considerations | 125,452,653 | 113,558,638 |
| Commissions and expense allowances on reinsurance assumed | 13,360,132 | 13,652,461 |
| General insurance expenses, taxes, licenses, and fees | 226,717,620 | 210,184,959 |
| Other | 3,196,121 | 4,431,262 |
| Total benefits and other deductions | 1,055,054,543 | 920,279,009 |
| Net gain from operations before federal income taxes and net realized capital gains (losses) | 114,788,551 | 104,717,829 |
| Federal income taxes | 41,960,713 | 35,212,048 |
| Net gain from operations before net realized capital gains (losses) | 72,827,838 | 69,505,781 |
| Net realized capital gains (losses), net of federal income tax expense of $1,408,332 and $1,422,611 in 2015 and 2014, respectively (excluding gains of $5,937,103 and $4,468,608 transferred to the interest maintenance reserve in 2015 and 2014, respectively) | 2,539,254 | (253,885) |
| Net income | $ 75,367,092 | 69,251,896 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Capital and Surplus

Years ended December 31, 2015 and 2014

| | | 2015 | 2014 |
|---|---|---|---|
| Capital and surplus, beginning of year | $ | 380,373,295 | 342,671,304 |
| Net income | | 75,367,092 | 69,251,896 |
| Change in net unrealized capital gains, net of tax benefit (expense) of $460,208 and 103,997 for 2015 and 2014, respectively | | (957,954) | (211,345) |
| Change in net deferred taxes | | 10,913,745 | 4,634,749 |
| Change in nonadmitted assets | | (17,390,290) | (3,514,894) |
| Change in asset valuation reserve | | (4,035,360) | (3,071,279) |
| Dividends to stockholder | | (35,000,000) | (35,000,000) |
| Change in liability for reinsurance in unauthorized companies | | (488,392) | 264,076 |
| Correction of error (note 1) | | — | 4,733,000 |
| Other changes | | (284,620) | 615,788 |
| Net change in capital and surplus | | 28,124,221 | 37,701,991 |
| Capital and surplus, end of year | $ | 408,497,516 | 380,373,295 |

See accompanying notes to statutory financial statements.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Statutory Statements of Cash Flow

Years ended December 31, 2015 and 2014

| | 2015 | 2014 |
|---|---|---|
| Premiums and annuity considerations, net of reinsurance | $ 957,714,918 | 818,905,483 |
| Allowances and reserve adjustments on reinsurance ceded | (3,156,671) | (2,571,281) |
| Investment income received | 171,805,186 | 163,132,957 |
| Other income | 38,409,872 | 55,332,562 |
| Life and accident and health claims paid | (321,908,000) | (335,810,367) |
| Surrender benefits and other fund withdrawals paid | (107,192,389) | (99,377,891) |
| Other benefits to policyholders paid | (9,180,472) | (9,656,903) |
| Commissions and other expenses paid | (347,550,794) | (338,758,795) |
| Federal income taxes paid | (46,764,729) | (39,575,000) |
| Dividends paid to policyholders | (532,662) | (414,598) |
| Net cash from operations | 331,644,259 | 211,206,167 |
| Proceeds from investments sold, matured, or repaid: | | |
| Bonds | 386,364,794 | 324,181,892 |
| Stocks | 1,388,423 | 4,838,273 |
| Mortgage loans | 52,010,657 | 69,147,281 |
| Other | 111,955 | 4,836,875 |
| Total investment proceeds | 439,875,829 | 403,004,321 |
| Cost of investments acquired: | | |
| Bonds | (595,564,334) | (451,769,072) |
| Stocks | (4,000,000) | — |
| Mortgage loans | (90,693,750) | (83,690,000) |
| Other | (5,683,388) | (1,636,073) |
| Total investments acquired | (695,941,472) | (537,095,145) |
| Net change in policy loans and loans on fund deposits | (745,181) | (7,952,273) |
| Net cash from investing | (256,810,824) | (142,043,097) |
| Borrowed money | (57,918) | (59,116) |
| Other cash provided | 14,176,337 | 5,348,788 |
| Dividends paid to stockholder | (35,000,000) | (35,000,000) |
| Other cash applied | (11,739,900) | (28,612,547) |
| Net cash from financing and miscellaneous sources | (32,621,481) | (58,322,875) |
| Net change in cash and short-term investments | 42,211,954 | 10,840,195 |
| Cash and short-term investments, beginning of year | 132,976,274 | 122,136,079 |
| Cash and short-term investments, end of year | $ 175,188,228 | 132,976,274 |

See accompanying notes to statutory financial statements.

## (1) Significant Accounting Policies

### *(a) Business*

American Fidelity Assurance Company (AFA or the Company) provides a variety of financial services. AFA is a wholly owned subsidiary of American Fidelity Corporation (AFC), a Nevada insurance holding company. AFA is domiciled in the state of Oklahoma. The Company is subject to state insurance regulations and periodic examinations by state insurance departments.

AFA is licensed in 49 states, as well as the District of Columbia, American Samoa, Puerto Rico, and Guam, with approximately 40% of direct premiums written in Oklahoma, Texas, and California. Activities of AFA are largely concentrated in the group disability income, group and individual annuity, supplemental health, and individual medical markets. In addition, individual and group life business is also conducted. The main thrust of AFA's sales is worksite marketing of voluntary products through the use of payroll deduction. The Company sells these voluntary products through a salaried sales force that is broken down into two primary divisions: the Association Worksite Division (AWD) and American Fidelity Educational Services (AFES). AWD specializes in voluntary disability income insurance programs aimed at selected groups and associations whose premiums are funded by employees through payroll deductions. AFES focuses on marketing to public school employees with voluntary insurance products such as disability income, tax-sheltered annuities, life insurance, dread disease, and accident only. These premiums are also funded by employees through payroll deductions. The expertise gained by the Company in worksite marketing of voluntary products is used by the Strategic Alliances Division in developing products to meet special situations. The Life Division was formed upon the acquisition of a block of life business in 2000. This division is marketing individual life products through independent brokers in the United States of America and Latin America.

These statutory financial statements were prepared for the purpose of filing with the various state insurance departments.

### *(b) Basis of Presentation*

The accompanying statutory financial statements of the Company have been prepared in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles (GAAP). Effective January 1, 2001, the National Association of Insurance Commissioners (NAIC) and the Oklahoma Insurance Department required that insurance companies domiciled in the state of Oklahoma prepare their statutory basis financial statements in accordance with the NAIC Accounting Practices and Procedures Manual Statements of Statutory Accounting Principles (SSAP) subject to any deviations prescribed or permitted by the Insurance Commissioner of the state of Oklahoma (the Commissioner). There are no material differences between the accounting practices prescribed or permitted by the Oklahoma Insurance Department and the accounting practices prescribed and permitted by the NAIC. There have been no permitted practices granted to the Company for 2015 and 2014 by the Oklahoma Insurance Department.



(Continued)

SSAP differ from GAAP in several respects, which cause differences in reported assets, liabilities, stockholder's equity (statutory capital and surplus), net income, and cash flows. The principal SSAP that differ from GAAP include the following:

- The financial statements of subsidiaries are not consolidated and are accounted for as investments in common stock.
- Investments in bonds and preferred stocks are carried amortized cost, cost, or the lower of cost or fair value; under GAAP, investments in bonds and preferred stock, other than those classified as held-to-maturity, are carried at fair value.
- Certain assets (principally certain deferred taxes, furniture, equipment, prepaid expenses, and premiums due from policyholders, agents' balances, and amounts recoverable from reinsurers over 90 days) have been designated as nonadmitted assets and excluded from assets by a charge to statutory surplus. Under GAAP, such amounts are carried at amortized cost with the appropriate valuation allowance, when necessary.
- Aggregate reserves for life, annuities, and accident and health are based on statutory mortality and interest requirements without consideration for anticipated withdrawals. Morbidity assumptions are based on the statutory morbidity requirements or Company's experience where allowed. Under GAAP, the reserves are based on either (i) the present value of future benefits less the present value of future net premiums based on mortality, morbidity, and other assumptions that were appropriate at the time the policies were issued or acquired, or (ii) the account value for certain contracts without significant life contingencies.
- The interest maintenance reserve (IMR) represents the deferral of interest-related realized gains and losses, net of tax, on primarily fixed maturity investments, which are amortized into income over the remaining life of the investment sold. No such reserve is required under GAAP.
- Deferred income taxes are recognized for both SSAP and GAAP; however, the amount permitted to be recognized is generally more restrictive under SSAP and the change in deferred taxes is reported as a direct charge to surplus.
- The asset valuation reserve (AVR) represents a contingency reserve for credit-related risk on most invested assets of the Company, and is charged to statutory surplus. No such reserve is required under GAAP.
- Policy acquisition costs are expensed as incurred, while under GAAP, successful acquisition costs are deferred and recognized over either (1) the expected premium-paying period or (2) the estimated life of the contract.
- Reserves are reported net of ceded reinsurance; under GAAP, reserves are reported gross with a corresponding reinsurance receivable.
- A 100% provision is established for unsecured reinsurance recoverable balances from unauthorized reinsurers. The change in this provision is credited or charged to unassigned surplus. Under GAAP, a provision is established for uncollectible reinsurance balances with any changes to this provision reflected in earnings for the period.



(Continued)

- The statements of operations are different in certain respects, with life and annuity premiums being recognized as revenue when the policies and contracts are issued. Under GAAP, premiums on life insurance policies are recognized when due; premiums on annuity contracts are not recognized as revenue, but as deposits.
- Revenues for universal life policies and investment products consist of the entire premium received, and benefits represent the death benefits paid and the change in policy reserves, unless the products do not incorporate mortality or morbidity risk. Under GAAP, premiums received in excess of policy charges are not recognized as premium revenue, and benefits represent the excess of benefits paid over the policy account values and interest credited to the account values.
- The statements of cash flow differ in certain respects from the presentation required under GAAP, including the presentation of the changes in cash and short-term investments instead of cash and cash equivalents. Short-term investments include securities with maturities, at the time of acquisition, of one year or less. For statutory purposes, there is no reconciliation between net income and cash from operations.
- A statement of comprehensive income is not required for SSAP reporting.

***(c) Use of Estimates***

The preparation of financial statements in conformity with accounting practices prescribed or permitted by the Oklahoma Insurance Department, Annual Statement Instructions, and NAIC Manual requires management to make estimates and assumptions that affect the reported amounts of admitted assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period.

Management evaluates its estimates and assumptions on an ongoing basis using historical experience and other factors, including the current economic environment, which management believes to be reasonable under the circumstances. The Company adjusts such estimates and assumptions when facts and circumstances dictate. As future events and their effects cannot be determined with precision, actual results could differ significantly from these estimates. Changes in those estimates resulting from continuing changes in the economic environment will be reflected in the financial statements in future periods. Principal estimates that could change in the future are the fair value of investments, whether an available-for-sale security is other-than-temporarily impaired, and the actuarial assumptions used in establishing policy liabilities.

***(d) Investments in Affiliates, Joint Ventures, Partnerships, or Limited Liability Companies***

The statutory financial statements include the Company's investment in its wholly owned subsidiaries. Intercompany accounts and transactions have not been eliminated in the statutory financial statements. The Company's wholly and majority-owned subsidiaries at December 31, 2015 and 2014 are noninsurance entities that have no significant ongoing operations other than to hold assets that are primarily for the direct or indirect benefit or use of the Company or its affiliates, and are carried at the underlying equity of the respective entity's financial statements adjusted to a statutory basis of accounting.

The Company's investments in joint ventures, partnerships, and limited liability companies are recorded at cost, adjusted for the Company's share of the GAAP basis earnings or losses of the investee, net of any distributions received. Such investments are reported as other invested assets and the related adjustments are reported as unrealized capital gains or losses in surplus.

***(e) Investments***

The investment portfolio includes bonds, preferred stocks, common stocks, mortgage loans, real estate, policy loans, other invested assets, and short-term investments.

Investments are carried in accordance with rules established by the NAIC. Bonds are carried at cost, adjusted where appropriate for accretion of premium or amortization of discount using the scientific interest method and taking into consideration stated interest and principal provisions. Additionally, bonds rated as NAIC 6 are carried at the lower of their cost or fair market value. Preferred stocks are carried at the lower of cost or fair value since there is no premium or discount. Common stocks are carried at fair value. Policy loans are stated at their aggregate unpaid balances. Mortgage loans on real estate are stated at their aggregate unpaid balances. Real estate held for investment is carried at cost less accumulated depreciation and encumbrances. Encumbrances as of December 31, 2015 and 2014 were $14,486,000 and $15,080,000, respectively. The promissory note bears interest at 4.32% and is due in monthly installments of approximately $103,000 (including interest) to 2022. Property occupied by the Company is carried at cost, less accumulated depreciation.

Realized gains or losses are determined on the specific identification basis. Unrealized gains and losses on common stocks of affiliates and nonaffiliates are accounted for as direct increases or decreases in surplus.

Because the Company's primary business is in the insurance industry, the Company holds a significant amount of assets that it intends to match with its liabilities in relation to maturity and interest margin. In order to maximize earnings and minimize risk, the Company invests in a diverse portfolio of investments. The portfolio is diversified by geographic region, investment type, underlying collateral, maturity, and industry. Management does not believe that the Company has any significant concentrations of credit risk in its investments.

The Company generally does not invest in any low investment-grade high-yield investment bonds (junk bonds). Certain bonds are guaranteed by the U.S. government. The Company limits its risks by investing in bonds and stocks of rated companies, mortgage loans adequately collateralized by real estate, selective real estate supported by appraisals, and policy loans collateralized by policy cash values. In addition, the Company performs due diligence procedures prior to making mortgage loans. These procedures include evaluations of the credit worthiness of the mortgagees and/or tenants and independent appraisals.

The maximum and minimum lending rates for mortgage loans originated during 2015 were 4.660% and 4.125%, respectively. The maximum and minimum lending rates for mortgage loans originated during 2014 were 6.875% and 4.125%, respectively. The maximum percentage of any one loan to the value of security at the time of the loan, exclusive of insured or guaranteed or purchase money mortgages was 80% during 2015 and 2014. During 2015 and 2014, the Company did not reduce

interest rates on any outstanding mortgage loans. The Company held no mortgages with interest more than 180 days past due or impaired mortgage loans.

For loan-backed securities, the Company has elected to use the carrying value as of January 1, 1994 as the cost for applying the retrospective adjustment method to securities purchased prior to that date. In 2015 and 2014, the Company had no changes from the retrospective to prospective methodology due to negative yield on specific securities. Prepayment assumptions for single class and multiclass mortgage-backed/asset-backed securities were obtained from broker-dealer survey values or internal estimates.

The Company periodically reviews its investment portfolio to determine if provisions for possible losses or provisions for other-than-temporary impairment (OTTI) are necessary. In connection with this determination, management reviews published market values, credit ratings, independent appraisals, expected cash flows, and other valuation information. Securities with impairments are written down to the present value of expected cash flows to be collected rather than fair value unless the Company has the intent to sell or inability to retain the security until recovery of amortized cost. For the year ended December 31, 2015, the Company recorded $0 OTTI. For the year ended December 31, 2014, the Company recorded approximately $533,000 OTTI on two securities. While management believes that no additional provisions for OTTI are currently necessary, adjustments may be necessary in the future due to changes in economic conditions. In addition, regulatory agencies periodically review investment valuation as an integral part of their examination process. Such agencies may require the Company to recognize adjustments based upon available information and judgments of the regulatory examiners at the time of their examination.

### *(f) Equipment*

Equipment consists of electronic data processing equipment and is stated at cost less accumulated depreciation. Equipment is depreciated on a straight-line basis using estimated lives of five to ten years. Additions, renewals, and betterments are capitalized. Expenditures for software, maintenance, and repairs are expensed. Upon retirement or disposal of an asset, the asset and related accumulated depreciation are eliminated and any related gain or loss is included in income.

### *(g) Company-Owned Life Insurance*

The Company is the owner of three single premium insurance policies and one group variable life insurance policy for certain current executives of the Company, where the Company is the beneficiary. These policies, accounted for using the investment method, were purchased in 2010 and in 2014. The policies are recorded in other assets at their net cash surrender values, as reported by the four issuing insurance companies, whose Standard & Poor's financial strength ratings range are AA+ for the single premium insurance policies and A for the group variable life insurance policy. The net cash surrender values totaled approximately $32,929,000 and $31,935,000 as of December 31, 2015 and 2014, respectively, and are included in other assets. The face value (death benefit) of the life insurance policies underlying the contracts was approximately $80,511,000 and $80,217,000 as of December 31, 2015 and 2014, respectively.

***(h) Premiums***

Life premiums are recognized as revenue when the policy is written and on each anniversary date thereafter. Accident and health premiums are recognized when due from the policyholder. Both life and accident and health premiums are increased by reinsurance premiums assumed and reduced by reinsurance premiums ceded. Contracts issued that do not incorporate mortality or morbidity risk are not accounted for as insurance contracts. Amounts received as payments for such contracts are recorded as direct increases to the policy reserves.

The Company estimates accrued retrospective premium adjustments (premium rate stabilization) for certain contracts in its group health and group life business based on contractually determined formulas by group. The amount of net premiums written by the Company for the years ended December 31, 2015 and 2014 that were subject to retrospective rating features was approximately $226,000 and $245,000, respectively, which represented approximately 0.07% of net premiums written for group health and group life products in 2015 and 2014. No other net premiums written by the Company were subject to retrospective rating features.

***(i) Reinsurance***

The Company accounts for reinsurance transactions as prescribed by the applicable accounting standards, which require the reporting of reinsurance transactions relating to the statements of admitted assets, liabilities, and capital and surplus on a net basis and precludes immediate gain recognition on reinsurance contracts.

***(j) Income Taxes***

Current income taxes incurred includes current income taxes for the amount of federal income taxes paid or payable for the current year. These amounts are determined based on estimates of federal income taxes for the current year, including tax contingencies and benefits. The Company's current tax recoverable is reported as a component of other assets and current tax payable is reported as a component of other liabilities. The changes in current taxes are reflected in the statutory statements of operations.

Deferred income tax assets and liabilities are determined based on differences between statutory financial statement carrying amounts of existing assets and liabilities and their respective tax bases, as well as operating loss, capital loss, and tax credit carryforwards. Temporary differences related to AVR and IMR are not included in the determination of gross deferred income taxes while temporary differences for unrealized gains/losses and nonadmitted assets are included. Gross deferred tax assets are reduced by a valuation allowance if it is more likely than not (i.e. greater than 50% likelihood) that some portion or all of the gross deferred tax assets will not be realized. The deferred tax assets and liabilities are measured using federal enacted tax rates. Deferred income tax assets are limited as to their admissibility. The changes in net deferred tax assets and liabilities are reflected in surplus. The Company's net admitted deferred tax assets are reported as a component of other assets.

***(k) Policy Liabilities***

Aggregate reserves for life policies and contracts include reserve amounts principally for life insurance policies, payout annuity policies, and disability insurance policies. The life insurance reserves are principally based on the 1941, 1958, 1980, and 2001 Commissioners Standard Ordinary (CSO) mortality tables, and are established with interest rate assumptions ranging from 2.0% to 6.0%. Annuity insurance reserves are established with interest rate assumptions ranging from 3.0% to 8.8%. Disability reserves are principally based on the 1987 Group Life Disability Table, with adjustments for actual Company experience. The tabular interest, tabular less actual reserves released, and the tabular cost have been determined by formula. Aggregate reserves for accident and health policies include the present value of amounts not yet due on claims, additional reserves, and unearned premiums.

Policy and contract claims reserves include a provision for reported claims and claims incurred but not reported. The provision for claims incurred but not reported is estimated based primarily on Company experience. Although these provisions are the Company's best estimate of the ultimate value, the actual results may vary from these values.

Liability for premiums and other deposit funds include reserves for qualified before tax annuities and other accumulation policies that do not subject the Company to any risks from policyholder mortality and morbidity. Such reserves are established using guaranteed interest rates of 3.0% to 7.5%.

The Company has a significant amount of allocated deferred annuity contracts with life contingencies. The liability for these contracts is recorded as aggregate reserves for life policies and contracts. The Company also has annuities certain without life contingencies. The liability for these contracts is recorded as a liability for premiums and other deposit funds.

There were no changes made to the valuation basis for reserves in 2015 and 2014, other than the addition of the 2001 CSO table for life products where approved.

The Company waives deduction of deferred fractional premiums upon death of the insured, and returns any portion of the final premium beyond the month of death for policies developed and issued subsequent to December 1977.

Surrender values are not promised in excess of the legally computed reserves.

Extra premiums are charged for substandard lives in addition to the regular gross premium for the true age.

Mean reserves are determined by computing the regular mean reserve for the plan at the true age and holding in addition one-half of the extra premium charge for the year.

The Company had approximately $1,408,812,000 and $12,754,023,000 of insurance in force (after reinsurance ceded) for which the gross premiums are less than the net premiums according to the standard valuation set by the state of Oklahoma at December 31, 2015 and 2014, respectively.

The Company had approximately $215,549,000 and $114,637,000 as of December 31, 2015 and 2014, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at book value less current surrender charge of 5% or more. As of December 31, 2015 and 2014, the Company has approximately $554,421,000 and $643,936,000, respectively, of annuity actuarial reserves and deposit liabilities that were subject to discretionary withdrawal at market value where the withdrawal of the funds is payable at the current market value of the assets supporting the liabilities. Annuity reserves and deposit liabilities that were subject to discretionary withdrawal at book value without adjustment were approximately $1,407,710,000 and $1,307,917,000 as of December 31, 2015 and 2014, respectively. There were approximately $64,444,000 and $66,025,000 of annuity reserves and deposit liabilities that are not subject to discretionary withdrawal at December 31, 2015 and 2014, respectively. At December 31, 2015 and 2014, the total gross annuity actuarial reserves and deposit liabilities were approximately $2,242,124,000 and $2,132,515,000, respectively, and the net annuity actuarial reserves and deposit liabilities were approximately $2,236,228,000 and $2,126,753,000, respectively. The ceded amount of annuity actuarial reserves and deposit liabilities was approximately $5,896,000 and $5,762,000 as of December 31, 2015 and 2014, respectively. The Company's earnings related to these products are impacted by conditions in the overall interest rate environment.

### *(l) Capital and Surplus*

Capital and surplus of the Company is restricted as to payment of dividends by statutory limitations applicable to insurance companies. Without prior approval of the respective state insurance department, dividends that can be paid are generally limited to the greater of 10% of statutory capital and surplus or the statutory net gain from operations before net realized capital gains/losses reported for the previous calendar year. The maximum dividend payout, which may be made without prior approval in 2015, is approximately $72,828,000.

The Oklahoma Insurance Department has adopted Risk-Based Capital (RBC) requirements for life insurance companies. The RBC calculation serves as a benchmark for the regulation of life insurance companies by state insurance regulators. RBC provides for surplus formulas similar to target surplus formulas used by commercial rating agencies. The formulas specify various weighting factors that are applied to statutory financial balances or various levels of activity based on the perceived degree of risk, and are set forth in the RBC requirements. The Company has calculated RBC in accordance with the NAIC's Model Rule and RBC rules as adopted by the Oklahoma Insurance Department. The RBC, as calculated by the Company, exceeds levels requiring Company or regulatory action at December 31, 2015 and 2014.

### *(m) Separate Accounts*

The Company maintains a separate account under Oklahoma insurance law designated as American Fidelity Separate Account A (Account A). Account A was formerly known as American Fidelity Variable Annuity Fund A, and operated as an open-end diversified management investment company from 1968 to 1998. Effective January 1, 1999, it was converted to a unit investment trust separate account, and it transferred its investment portfolio to the American Fidelity Dual Strategy Fund, Inc. (the Fund), an open-end investment company sponsored by AFA, in exchange for shares of the Fund.

On November 25, 2014, Account A's investment in the Fund was substituted with the Vanguard Total Stock Market Index Fund. Under Oklahoma law, the assets of Account A are segregated from the Company's assets, are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The Company also maintains separate accounts under Oklahoma insurance law designated as American Fidelity Separate Account B (Account B) and American Fidelity Separate Account C (Account C). Account B and Account C are registered as unit investment trusts under the Investment Company Act of 1940, as amended. Under Oklahoma law, the assets of each of the ten (10) segregated subaccounts of Account B and the ten (10) segregated subaccounts of Account C are held for the exclusive benefit of the variable annuity contract owners, and are not chargeable with liabilities arising out of the business conducted by any other account or by the Company.

The separate accounts maintained by the Company represent funds for nonguaranteed variable annuities. The assets of these accounts are carried at market value. The net investment experience of the separate account is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of the account value or the premium paid. The minimum guaranteed death benefit reserve is held in the Company's general account. For the years ended December 31, 2015 and 2014, the amount of premiums, considerations, or deposits for the year was approximately $74,568,000 and $103,338,000, respectively.

***(n) Reclassification***

Certain prior year amounts have been reclassified to conform to the current year presentation.

## (2) Admitted and Nonadmitted Assets

Assets in the statutory statements of admitted assets, liabilities, and capital and surplus are stated at admitted asset values, which are the values permitted to be reported in the annual report to the Oklahoma Insurance Department. All other assets are "nonadmitted assets" and are excluded from the statutory statements of admitted assets, liabilities, and capital and surplus by a charge to surplus. Nonadmitted assets as of December 31 are as follows:

| | 2015 | 2014 |
|---|---|---|
| Prepaids, deposits, and other receivables | $ 5,853,047 | 3,308,702 |
| Agents' balances | 1,598,451 | 77,841 |
| Deferred tax asset | 44,146,314 | 36,509,900 |
| Leasehold improvements | 8,772,480 | 3,083,559 |
| | $ 60,370,292 | 42,980,002 |

## (3) Fair Value of Financial Instruments

A summary of the Company's financial instruments and the fair value estimates, methods, and assumptions is set forth below:

| | Estimated fair value as of December 31, 2015 | | | | |
|---|---|---|---|---|---|
| | Aggregate fair value | Admitted assets | Level 1 | Level 2 | Level 3 |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 175,188,228 | 175,188,228 | 175,188,228 | — | — |
| Investment income due and accrued | 39,990,590 | 39,990,590 | 39,990,590 | — | — |
| Bonds | 3,798,014,131 | 3,720,637,147 | 1,150,731 | 3,440,489,361 | 356,374,039 |
| Common and preferred stock | 29,379,796 | 29,232,816 | 24,391,316 | 90,171 | 4,898,309 |
| Mortgage loans | 412,812,228 | 393,280,807 | — | — | 412,812,228 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 1,649,538,704 | 1,647,163,360 | — | — | 1,649,538,704 |
| Borrowed money | 540,249,319 | 522,915,427 | — | 540,249,319 | — |

| | Estimated fair value as of December 31, 2014 | | | | |
|---|---|---|---|---|---|
| | Aggregate fair value | Admitted assets | Level 1 | Level 2 | Level 3 |
| Financial assets: | | | | | |
| Cash and short-term investments | $ 132,976,274 | 132,976,274 | 132,976,274 | — | — |
| Investment income due and accrued | 38,592,265 | 38,592,265 | 38,592,265 | — | — |
| Bonds | 3,766,794,670 | 3,502,505,616 | 1,182,724 | 3,441,322,963 | 324,288,983 |
| Common and preferred stock | 25,391,676 | 25,325,804 | 24,513,684 | 97,286 | 780,706 |
| Mortgage loans | 384,680,910 | 354,597,714 | — | — | 384,680,910 |
| Financial liabilities: | | | | | |
| Certain policy liabilities | 1,449,967,843 | 1,447,897,929 | — | — | 1,449,967,843 |
| Borrowed money | 547,756,206 | 522,973,345 | — | 547,756,206 | — |

### *(a) Cash and Short-Term Investments and Investment Income Due and Accrued*

The carrying amounts of the financial instruments listed immediately above approximate their fair values because they mature within a relatively short period of time, and do not present unanticipated credit concerns.

### *(b) Bonds, Common Stocks and Preferred Stocks*

For fixed maturities and marketable equity securities, for which market quotations generally are available, the Company primarily uses independent pricing services to assist in determining fair value measurements. When the fair value of certain securities is not readily available, the fair value estimates are based on quoted market prices of similar instruments adjusted for the differences between the quoted instruments and the instruments being valued, or fair value is estimated using discounted cash flow analysis. Interest rates used in this analysis are similar to currently offered contracts with comparable maturities as the investments being valued. The Company's investments also include

certain less liquid or private fixed maturity debt securities, such as private placements and certain structured notes. Valuations are estimated based on nonbinding broker prices or valuation models discounted cash flow models and other similar techniques that use observable or unobservable inputs and are considered Level 3.

The fair value of equity securities investments of the Company is based on quotations from independent pricing services, bid prices published in financial newspapers, or bid quotations received from securities dealers.

***(c) Mortgage Loans on Real Estate***

Fair values are estimated for portfolios of loans with similar characteristics. Commercial mortgage loans have average net yield rates of 5.17% and 5.52% for December 31, 2015 and 2014, respectively. The fair value of mortgage loans was calculated by discounting scheduled cash flows to maturity using estimated market discount rates of 4.24% and 3.81% for December 31, 2015 and 2014, respectively. These rates reflect the credit and interest rate risk inherent in the loans. Assumptions regarding credit risk, cash flows, and discount rates are judgmentally determined using available market information and specific borrower information. The fair value of certain residential loans is based on the approximate fair value of the underlying real estate securing the mortgages.

***(d) Policy Loans***

Policy loans have average interest yields of 6.07% and 6.54% as of December 31, 2015 and 2014, respectively, and have no specified maturity dates. These loans typically carry an interest rate that is tied to the crediting rate applied to the related policy and contract reserves. Policy loans are an integral part of the life insurance policies that the Company has in force and cannot be valued separately.

***(e) Certain Policy Liabilities***

Certain policies sold by the Company are investment-type contracts. These liabilities are segregated into two categories: premiums and other deposit funds and immediate annuities. These liabilities are further defined to segregate the deferred annuity contract with life contingencies, which are reported as aggregate reserves for life policies and contracts. The fair value of aggregate reserves for life policies and contracts is estimated as the fund value of each policy less applicable surrender charges. The fair value of the immediate annuities without life contingencies and premiums and other deposit funds is estimated as the discounted cash flows of expected future benefits less the discounted cash flows of expected future premiums, using the current pricing assumptions.

| | 2015 | | 2014 | |
|---|---|---|---|---|
| | **Carrying amount** | **Estimated fair value** | **Carrying amount** | **Estimated fair value** |
| Aggregate reserves for life policies and contracts | $ 1,621,780,913 | 1,620,357,076 | 1,420,981,477 | 1,419,544,216 |
| Annuities | 25,382,447 | 29,181,628 | 26,916,452 | 30,423,627 |



(Continued)

***(f) Borrowed Money***

The fair value of the Company's notes payable is estimated by the present value of a stream of future expected cash flows using an appropriate discount rate. Discount factors are based on the LIBOR/Swap curve.

***(g) Limitations***

Fair value estimates are made at a specific point in time, based on relevant market information and information about the financial instrument. These fair value estimates do not reflect any premium or discount that could result from offering for sale at one time the Company's entire holdings of a particular financial instrument, nor do they reflect income taxes on differences between fair value and tax basis of the assets. Because no established exchange exists for a significant portion of the Company's financial instruments, fair value estimates are based on judgments regarding future expected loss experience, current economic conditions, risk characteristics of various financial instruments, and other factors. These fair value estimates are subjective in nature and involve uncertainties and matters of significant judgment and, therefore, cannot be determined with precision. Changes in assumptions could significantly affect the fair value estimates.

***(h) Fair Value Hierarchy***

The following are the levels of hierarchy and a description of the type of valuation inputs that are used to establish each level:

Level 1 inputs are quoted in active markets for identical securities.

Level 2 inputs are other significant observable inputs (including quoted prices for similar securities, interest rates, prepayment speeds, credit risk, etc.).

Level 3 inputs are significant unobservable inputs (including the Company's own assumptions used to determine the fair value of investments).

Assets that are recorded at fair value are categorized into a three-level fair value hierarchy as required by SSAP No. 100, *Fair Value Measurements*. The balances of these assets as of December 31, 2015 are as follows:

| | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|
| Assets recorded at fair value: | | | | |
| Bonds – industrial and miscellaneous | $ — | 2,368,173 | 1,758,289 | 4,126,462 |
| Common stock – unaffiliated | 24,230,887 | — | — | 24,230,887 |
| Common stock – affiliated | — | 790,709 | — | 790,709 |
| Total assets at fair value | $ 24,230,887 | 3,158,882 | 1,758,289 | 29,148,058 |



(Continued)

The following table presents the change for the year ended December 31, 2015 in the assets measured at fair value using unobservable inputs (Level 3):

| | | Loan-Backed securities |
|---|---|---|
| Beginning balance | $ | 5,528,118 |
| Transfers in | | — |
| Transfers out | | (3,603,833) |
| Total gain (loss) included in net income | | 116,230 |
| Total gain (loss) included in surplus | | (207,406) |
| Purchases | | 118,752 |
| Issuances | | (193,572) |
| OTTI | | — |
| Sales | | — |
| Settlements | | — |
| Ending balance | $ | 1,758,289 |

Assets that are recorded at fair value are categorized into a three-level fair value hierarchy as required by SSAP No. 100. The balances of these assets as of December 31, 2014 are as follows:

| | | Level 1 | Level 2 | Level 3 | Total |
|---|---|---|---|---|---|
| Assets recorded at fair value: | | | | | |
| Bonds – industrial and miscellaneous | $ | — | — | 5,528,118 | 5,528,118 |
| Common stock – unaffiliated | | 24,333,878 | — | — | 24,333,878 |
| Common stock – affiliated | | — | 780,706 | — | 780,706 |
| Total assets at fair value | $ | 24,333,878 | 780,706 | 5,528,118 | 30,642,702 |



(Continued)

The following table presents the change for the year ended December 31, 2014 in the assets measured at fair value using unobservable inputs (Level 3):

| | Loan-Backed securities |
|---|---|
| Beginning balance | $ 4,948,157 |
| Transfers in | — |
| Transfers out | — |
| Total gain (loss) included in net income | 18,512 |
| Total gain (loss) included in surplus | 71,439 |
| Purchases | 520,840 |
| Issuances | — |
| OTTI | — |
| Sales | (30,830) |
| Settlements | — |
| Ending balance | $ 5,528,118 |

## (4) Investments

Investment income for the years ended December 31 is summarized below:

| | 2015 | 2014 |
|---|---|---|
| Interest on bonds | $ 172,190,442 | 169,023,064 |
| Dividends on preferred and common stocks | 72,327 | 9,620 |
| Interest on mortgage loans | 23,408,487 | 22,448,739 |
| Investment real estate income | 4,414,194 | 4,134,816 |
| Interest on policy loans | 3,176,054 | 3,134,992 |
| Interest on cash and short-term investments and other | 2,478,731 | 589,808 |
| | 205,740,235 | 199,341,039 |
| Less investment expenses | 32,611,100 | 34,122,550 |
| Net investment income | $ 173,129,135 | 165,218,489 |



(Continued)

Realized gains (losses) for the years ended December 31 consisted of the following:

| | 2015 | 2014 |
|---|---|---|
| Bonds | $ 9,467,453 | 4,512,838 |
| OTTI | — | (532,701) |
| | 9,467,453 | 3,980,137 |
| Common stocks of nonaffiliates | 546,474 | 1,657,197 |
| Real estate | 61,765 | — |
| Other capital loss | (191,003) | — |
| Total realized gains before federal income taxes and IMR transfers | 9,884,689 | 5,637,334 |
| Federal income tax expense | 1,408,332 | 1,422,611 |
| Less IMR transfers | 5,937,103 | 4,468,608 |
| Net realized gains (losses) | $ 2,539,254 | (253,885) |

The gross unrealized gains on common stocks of nonaffiliates were approximately $8,675,000 and $7,926,000 in 2015 and 2014, respectively. The gross unrealized losses on common stocks of nonaffiliates were approximately $10,000 and $0 in 2015 and 2014, respectively.

The carrying value and estimated fair value of bonds at December 31 are as follows:

| | 2015 | | | |
|---|---|---|---|---|
| | Carrying value | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 1,076,489 | 75,346 | (1,105) | 1,150,730 |
| U.S. government agency obligations | 7,105,463 | 829,647 | — | 7,935,110 |
| Special revenue | 408,936,095 | 17,001,982 | (7,230,572) | 418,707,505 |
| States, territories, and political subdivisions | 407,547,918 | 38,635,259 | (454,833) | 445,728,344 |
| Foreign government | 33,352,181 | 2,293,080 | (146,747) | 35,498,514 |
| Corporate bonds | 2,104,888,861 | 89,938,369 | (99,326,105) | 2,095,501,125 |
| Loan-backed securities | 757,730,140 | 41,861,978 | (6,099,315) | 793,492,803 |
| Total | $ 3,720,637,147 | 190,635,661 | (113,258,677) | 3,798,014,131 |



(Continued)

| | 2014 | | | |
|---|---|---|---|---|
| | Carrying value | Gross unrealized gains | Gross unrealized losses | Fair value |
| U.S. Treasury securities | $ 1,086,679 | 97,153 | (1,107) | 1,182,725 |
| U.S. government agency obligations | 8,813,983 | 1,040,662 | — | 9,854,645 |
| Special revenue | 341,183,544 | 22,178,306 | (5,167,158) | 358,194,692 |
| States, territories, and political subdivisions | 401,639,306 | 49,196,871 | (167,045) | 450,669,132 |
| Foreign government | 33,408,576 | 3,017,339 | — | 36,425,915 |
| Corporate bonds | 1,881,091,907 | 168,766,314 | (18,375,725) | 2,031,482,496 |
| Loan-backed securities | 835,281,621 | 52,294,075 | (8,590,631) | 878,985,065 |
| Total | $ 3,502,505,616 | 296,590,720 | (32,301,666) | 3,766,794,670 |

The NAIC fair value of total bonds is approximately $14,571,000 and $6,739,000 more than the estimated fair value in the tables above at December 31, 2015 and 2014, respectively.

The carrying value and estimated fair value of investments in bonds at December 31, 2015, by contractual maturity, are shown below. Expected maturities will differ from contractual maturities because the issuers of such securities may have the right to call or prepay obligations with or without call or prepayment penalties.

| | Carrying value | Fair value |
|---|---|---|
| Due in one year or less | $ 40,376,165 | 40,688,853 |
| Due after one year through five years | 382,658,078 | 403,640,946 |
| Due after five years through ten years | 1,085,362,627 | 1,070,314,353 |
| Due after ten years | 1,454,510,137 | 1,489,877,176 |
| Loan-backed securities | 757,730,140 | 793,492,803 |
| | $ 3,720,637,147 | 3,798,014,131 |

Proceeds from sales of bonds during 2015 and 2014 were approximately $146,704,000 and $150,101,000, respectively. Gross realized gains of approximately $9,167,000 and $6,814,000 and gross realized losses of approximately $4,024,000 and $3,889,000, respectively, were realized on those sales. In addition, the Company realized net gains of approximately $4,324,000 and $1,588,000 on bonds that were called or prepaid in 2015 and 2014, respectively.



(Continued)

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2015 were as follows:

| | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|
| | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| U.S. Treasury securities | $ — | — | 498,457 | (1,105) | 498,457 | (1,105) |
| States and territories | 15,046,238 | (261,860) | 11,067,027 | (192,973) | 26,113,265 | (454,833) |
| Special revenue | 67,413,724 | (1,254,879) | 149,550,379 | (5,975,693) | 216,964,103 | (7,230,572) |
| Foreign government | 4,847,810 | (146,747) | — | — | 4,847,810 | (146,747) |
| Corporate bonds | 592,292,202 | (41,823,076) | 340,287,158 | (57,503,029) | 932,579,360 | (99,326,105) |
| Loan-backed securities | 55,835,499 | (715,111) | 75,438,901 | (5,384,204) | 131,274,400 | (6,099,315) |
| Total | $ 735,435,473 | (44,201,673) | 576,841,922 | (69,057,004) | 1,312,277,395 | (113,258,677) |

Gross unrealized losses on investment securities and the fair value of the related securities, aggregated by investment category and length of time that individual securities have been in a continuous unrealized loss position, at December 31, 2014 were as follows:

| | Less than 12 months | | 12 months or longer | | Total | |
|---|---|---|---|---|---|---|
| | Fair value | Unrealized losses | Fair value | Unrealized losses | Fair value | Unrealized losses |
| U.S. Treasury securities | $ 497,930 | (1,107) | — | — | 497,930 | (1,107) |
| States and territories | — | — | 11,596,858 | (167,045) | 11,596,858 | (167,045) |
| Special revenue | 2,998,683 | (1,317) | 161,849,490 | (5,165,841) | 164,848,173 | (5,167,158) |
| Corporate bonds | 72,387,672 | (1,335,966) | 331,700,116 | (17,039,759) | 404,087,788 | (18,375,725) |
| Loan-backed securities | 7,069,603 | (71,573) | 98,142,581 | (8,519,058) | 105,212,184 | (8,590,631) |
| Total | $ 82,953,888 | (1,409,963) | 603,289,045 | (30,891,703) | 686,242,933 | (32,301,666) |

The unrealized losses in U.S. Treasury securities, obligations of U.S. government agencies and states and territories, and foreign government securities are due to interest rate fluctuations, which result in a decline in market values from original purchase price. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. The Company expects the unrealized losses to reverse as the securities shorten in duration and mature, and because the Company has the ability to hold these investments and does not intend to sell until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in states, territories, and political subdivisions are high-grade investment quality and have unrealized losses due to an increase in interest rates since acquisition. Because the decline in fair value is attributable to changes in interest rates and not credit quality, and because the Company has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in special revenue securities are comprised of general obligations of U.S. government sponsored agencies for which the U.S. government is indirectly obligated. The unrealized loss is due to interest rate fluctuations, which result in a decline in market values from original purchase price. Because the securities were acquired during a period of low interest rates, unrealized losses may continue and may become more severe in a rising interest rate environment. The Company expects the unrealized losses to reverse as the securities shorten in duration and mature and because the Company has the ability to hold these investments to maturity and does not intend to sell until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in corporate securities are comprised of corporate bonds. The unrealized loss is due to the current market and economic environment, which is affecting corporate credit ratings and changes in sector spreads. The unrealized loss may continue and may become more severe if the economy continues to trend downward or interest rates rise. Because the decline in fair value is attributable to economic changes and a slight decline in credit quality, and because the Company expects all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired.

The investments included in loan-backed securities are comprised of U.S. government-sponsored agency mortgage-backed securities for which the U.S. government is not directly obligated, and private label whole loan collateralized mortgage obligations. The unrealized losses on these securities are a result of the current market and economic conditions that are affecting the mortgage-backed sector. The credit quality on some mortgage-backed bonds has declined due to the larger number of home defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and the Company believes all contractual cash flows will be received and has the ability and intent to hold these investments until a market price recovery or maturity, these investments are not considered other-than-temporarily impaired. When the Company believes it will not receive all contractual cash flows, the securities are considered other-than-temporarily impaired.

At December 31, 2015 and 2014, investments with carrying values of approximately $2,904,000 and $2,903,000, respectively, were on deposit with state insurance departments as required by statute.

The Company has no direct exposure to subprime mortgage loans. An extensive pre-purchase analysis is performed on every loan-backed security. By purchasing only AAA agency mortgage-backed securities and AAA collateralized mortgage-backed whole loan securities, direct exposure to sub-prime mortgages is virtually eliminated. The unrealized losses on these securities are a result of the current market and economic conditions that are affecting the mortgage-backed sector. The credit qualities on some mortgage-backed bonds have begun to decline due to the large number of home mortgage defaults. Because the decline in fair value is attributable mainly to changes in market and economic conditions and only due slightly to a lessening of credit, the Company believes most contractual cash flows will be received.

## (5) Separate Accounts

The Company utilizes Separate Accounts to record and account for variable annuity business. In accordance with the Insurance Code of the State of Oklahoma, variable annuities are supported for separate account classification by Title 36, Chapter 2, Section 6061. As of December 31, 2015 and 2014, the Company Separate Account statement included legally insulated assets of approximately $558,315,000 and $648,749,000, respectively, attributed to variable annuity contracts. The Separate Accounts held by the Company represent nonguaranteed variable annuity funds. The Company does not have a securities lending program.

The assets of these accounts are carried at fair market value. The net investment experience of the Separate Accounts is credited directly to the policyholder and can be positive or negative. These variable annuities generally provide an incidental death benefit of the greater of account value or premium paid. The minimum guaranteed death benefit reserve is held in Exhibit 5, Miscellaneous Reserves Section, of the Company's general account annual statement.

| | | 2015 | 2014 |
|---|---|---|---|
| 1. Premiums, considerations, or deposits for year ended December 31 | $ | 74,568,350 | 103,338,113 |
| 2. Reserves at December 31: | | | |
| For accounts with assets at: | | | |
| a. Fair market value | $ | 558,314,969 | 648,749,195 |
| b. Amortized cost | | — | — |
| c. Total reserves | $ | 558,314,969 | 648,749,195 |
| 3. By withdrawal characteristics: | | | |
| a. Subject to discretionary withdrawal | $ | — | — |
| b. With market value adjustment | | — | — |
| c. At book value without market value adjustment and with current surrender charge of 5% or more | | — | — |
| d. At fair market value | | 558,314,969 | 648,749,195 |
| e. At book value without market value adjustment and with current surrender charge of 5% | | — | — |
| f. Subtotal | | 558,314,969 | 648,749,195 |
| g. Not subject to discretionary withdrawal | | — | — |
| h. Total | $ | 558,314,969 | 648,749,195 |
| 4. Reserves for Asset Default Risk in Lieu of AVR | $ | — | — |



(Continued)

Reconciliation of net transfers to or (from) Separate Accounts.

| | | 2015 | 2014 |
|---|---|---|---|
| 1. Transfers as reported in the Summary of Operations of the Separate Accounts statements: | | | |
| a. Transfers to Separate Accounts | $ | 75,102,615 | 103,964,789 |
| b. Transfers from Separate Accounts | | 150,019,091 | 96,045,522 |
| c. Net transfers to or (from) Separate Accounts (a) – (b) | | (74,916,476) | 7,919,267 |
| 2. Reconciling adjustments: | | | |
| a. Plus Net Investment Income (Expense) | | (7,439,427) | 56,931,791 |
| b. Less Increase (Decrease) in Liability for Premiums | | (90,434,224) | 55,922,283 |
| c. Plus Change in Expense Allowance | | (919,357) | 3,931,866 |
| d. Less fees for investment management and administration | | 8,078,321 | 8,928,775 |
| 3. Transfers as Report in the Summary of Operations of the Life, Accident & Health Annual Statement: | | | |
| a. (1c) + (2) | $ | (919,357) | 3,931,866 |

## (6) Liability for Accident and Health Reserves

Accident and health reserve activity for the years ended December 31, 2015 and 2014 was as follows:

| | | 2015 | 2014 |
|---|---|---|---|
| Liability beginning of year, net of reinsurance | $ | 447,297,390 | 438,667,648 |
| Incurred related to: | | | |
| Current year | | 364,072,525 | 355,472,414 |
| Prior years | | (61,471,669) | (54,175,989) |
| Total incurred | | 302,600,856 | 301,296,425 |
| Paid related to: | | | |
| Current year | | 173,031,400 | 167,881,485 |
| Prior years | | 120,302,975 | 124,785,198 |
| Total paid | | 293,334,375 | 292,666,683 |
| Liability end of year, net of reinsurance | $ | 456,563,871 | 447,297,390 |

Reinsurance recoverable on paid losses was approximately $2,946,000 and $874,000 at December 31, 2015 and 2014, respectively.



(Continued)

The provision for accident and health benefits pertaining to prior years decreased approximately $61,472,000 in 2015 from the prior year estimate. This decrease overall includes better than expected experience of approximately $54,179,000 for group medical and disability and approximately $7,293,000 for cancer business. The decreases are due to conservative estimate in prior year reserves followed by subsequent better than expected claim experience.

The provision for accident and health benefits pertaining to prior years decreased approximately $54,176,000 in 2014 from the prior year estimate. This decrease overall includes better than expected experience of approximately $52,183,000 for group medical and disability and approximately $1,993,000 for cancer business. The decreases are due to conservative estimate in prior year reserves followed by subsequent better than expected claim experience.

The Company paid approximately $614,000 and $825,000 in 2015 and 2014, respectively, to settle claims related to extra contractual obligations or bad faith claims stemming from lawsuits.

## (7) Borrowed Money

AFA has borrowed approximately $521,500,000 on the line of credit with the Federal Home Loan Bank of Topeka (FHLB) at December 31, 2015 and 2014. The line of credit is secured by investment securities and cash pledged as collateral by AFA with a carrying amount of approximately $539,739,000 and $573,243,000 at December 31, 2015 and 2014, respectively, which exceeds the collateral required for this line of credit. The pledged securities are held in the Company's name in a custodial account at United Missouri Bank, N.A. to secure current and future borrowings. To participate in this available credit, AFA has acquired 238,673 shares of FHLB common stock with a total carrying value of approximately $23,867,300 at December 31, 2015.

***FHLB Capital Stock***

| | 2015 | | |
|---|---|---|---|
| | **General account** | **Separate accounts** | **Total** |
| Membership stock – class A | $ 500,000 | — | 500,000 |
| Membership stock – class B | 23,367,300 | — | 23,367,300 |
| Total | $ 23,867,300 | — | 23,867,300 |
| Activity stock | $ 23,467,500 | — | 23,467,500 |
| Excess stock | 399,800 | — | 399,800 |
| Total | $ 23,867,300 | — | 23,867,300 |
| Actual or estimate borrowing capacity as determined by the insurer | | | $ 534,926,151 |



(Continued)

| | 2014 | | |
|---|---|---|---|
| | **General account** | **Separate accounts** | **Total** |
| Membership stock – class A | $ 500,000 | — | 500,000 |
| Membership stock – class B | 23,367,600 | — | 23,367,600 |
| Total | $ 23,867,600 | — | 23,867,600 |
| Activity stock | $ 23,467,600 | — | 23,467,600 |
| Excess stock | 400,000 | — | 400,000 |
| Total | $ 23,867,600 | — | 23,867,600 |
| Actual or estimate borrowing capacity as determined by the insurer | | | $ 574,206,149 |

***FHLB Membership Stock (Class A and B) Eligible for Redemption***

| | **Current year total** | **Not eligible for redemption** | **Less than 6 months** | **6 months to 1 year** | **1 to 3 years** | **3 to 5 years** |
|---|---|---|---|---|---|---|
| Class A | $ 500,000 | 500,000 | — | — | — | — |
| Class B | 23,367,300 | 23,367,300 | — | — | — | — |

***FHLB Borrowings***

FHLB has the option to convert the initial rate of interest to an adjustable rate of interest on many of these lines of credit on the dates listed in the following table. At any time after FHLB exercises its conversion option, the Company may prepay the advance in full or in part without a fee.

The Company has no unused lines of credit as of December 31, 2015.

AFA had no Structured Note borrowings as of December 31, 2015 and 2014.

Information regarding the terms of the funds borrowed from FHLB are as follows:

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 2015 | Balance at December 31 2014 |
|---|---|---|---|---|---|
| 0.310% | — | 04/25/14 | 04/25/15 | $ — | 5,000,000 |
| 4.270 | April 2011 | 04/28/05 | 04/28/15 | — | 5,000,000 |
| 4.040 | May 2011 | 05/20/05 | 05/20/15 | — | 5,000,000 |
| 0.320 | — | 05/21/14 | 05/21/15 | — | 25,000,000 |
| 0.320 | — | 06/05/14 | 06/05/15 | — | 25,000,000 |
| 4.360 | July 2012 | 07/27/05 | 07/27/15 | — | 20,000,000 |
| 4.200 | August 2011 | 08/29/05 | 08/31/15 | — | 20,000,000 |
| 0.360 | — | 09/12/14 | 09/12/15 | — | 10,000,000 |
| 3.950 | January 2008* | 01/13/06 | 01/13/16 | 10,000,000 | 10,000,000 |
| 4.090 | January 2009* | 01/13/06 | 01/13/16 | 5,000,000 | 5,000,000 |
| 4.430 | January 2011* | 01/13/06 | 01/13/16 | 10,000,000 | 10,000,000 |
| 4.690 | October 2011* | 10/31/06 | 10/31/16 | 25,000,000 | 25,000,000 |
| 4.630 | November 2011* | 11/21/06 | 11/21/16 | 10,000,000 | 10,000,000 |
| 4.640 | March 2012 | 03/12/07 | 03/13/17 | 10,000,000 | 10,000,000 |
| 5.060 | May 2013 | 05/22/07 | 05/22/17 | 10,000,000 | 10,000,000 |
| 3.900 | December 2012 | 12/04/07 | 12/04/17 | 25,000,000 | 25,000,000 |
| 3.520 | January 2013 | 01/28/08 | 01/29/18 | 10,000,000 | 10,000,000 |
| 3.460 | February 2013 | 02/01/08 | 02/01/18 | 15,000,000 | 15,000,000 |
| 3.490 | February 2013 | 02/04/08 | 02/05/18 | 6,500,000 | 6,500,000 |
| 4.020 | March 2009 | 03/07/08 | 03/07/18 | 25,000,000 | 25,000,000 |
| 3.460 | March 2013 | 03/12/08 | 03/12/18 | 10,000,000 | 10,000,000 |
| 4.100 | April 2009 | 04/28/08 | 04/30/18 | 5,000,000 | 5,000,000 |
| 4.100 | May 2009 | 05/19/08 | 05/19/17 | 25,000,000 | 25,000,000 |
| 4.140 | May 2009 | 05/20/08 | 05/22/17 | 5,000,000 | 5,000,000 |
| 4.290 | July 2009 | 07/28/08 | 07/30/18 | 25,000,000 | 25,000,000 |
| 3.270 | — | 02/08/10 | 02/10/20 | 10,000,000 | 10,000,000 |
| 3.630 | — | 03/25/10 | 03/25/22 | 10,000,000 | 10,000,000 |
| 3.710 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.440 | — | 03/25/10 | 03/25/20 | 10,000,000 | 10,000,000 |
| 3.500 | — | 03/25/10 | 03/25/21 | 10,000,000 | 10,000,000 |
| 3.770 | — | 04/13/10 | 04/13/22 | 15,000,000 | 15,000,000 |
| 3.230 | — | 05/07/10 | 05/06/16 | 10,000,000 | 10,000,000 |
| 4.190 | — | 05/07/10 | 05/07/20 | 10,000,000 | 10,000,000 |
| 2.870 | — | 04/20/11 | 04/20/17 | 15,000,000 | 15,000,000 |
| 2.570 | — | 03/27/12 | 03/26/21 | 12,500,000 | 12,500,000 |



(Continued)

| Interest rate | Interest rate subject to conversion to adjustable rate | Date issued | Maturity date | Balance at December 31 2015 | Balance at December 31 2014 |
|---|---|---|---|---|---|
| 2.080% | — | 11/19/13 | 11/20/23 | $ 10,000,000 | 10,000,000 |
| 1.980 | — | 3/12/14 | 3/12/24 | 12,500,000 | 12,500,000 |
| 3.110 | — | 5/23/14 | 5/23/24 | 15,000,000 | 15,000,000 |
| 1.930 | — | 11/19/14 | 11/19/24 | 25,000,000 | 25,000,000 |
| 0.410 | July 2015 | 4/24/15 | 4/22/16 | 5,000,000 | — |
| 2.300 | — | 4/28/15 | 4/28/23 | 5,000,000 | — |
| 2.590 | — | 5/20/15 | 5/29/23 | 5,000,000 | — |
| 2.740 | — | 5/21/15 | 5/21/24 | 25,000,000 | — |
| 0.600 | September 2015 | 6/5/15 | 6/3/16 | 25,000,000 | — |
| 2.060 | — | 8/10/15 | 8/8/25 | 20,000,000 | — |
| 0.540 | November 2015 | 8/31/15 | 8/31/16 | 20,000,000 | — |
| 0.730 | December 2015 | 9/11/15 | 9/9/16 | 10,000,000 | — |
| | | | | 521,500,000 | 521,500,000 |
| Interest payable | | | | 1,415,427 | 1,473,345 |
| | | | | $ 522,915,427 | 522,973,345 |

* These lines of credits have interest rates subject to conversion to an adjustable rate at the date specified above, as well as quarterly thereafter.

Interest paid in 2015 and 2014 was approximately $17,212,000 and $17,808,000, respectively, and is included in investment expense in net investment income in the accompanying statutory statements of operations.

Scheduled maturities (excluding interest) of the above indebtedness at December 31, 2015 are as follows:

| | |
|---|---|
| 2016 | $ 130,000,000 |
| 2017 | 90,000,000 |
| 2018 | 96,500,000 |
| 2019 | — |
| 2020 | 40,000,000 |
| 2021 and thereafter | 165,000,000 |
| | $ 521,500,000 |



(Continued)

## (8) Income Taxes

The Company's net deferred tax assets (liabilities) at December 31 and the change from the prior year are comprised of the following components:

| | 2015 | | | 2014 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| Gross deferred tax assets | $ 105,766,632 | 6,869,137 | 112,635,769 | 92,427,829 | 9,481,416 | 101,909,245 | 13,338,803 | (2,612,279) | 10,726,524 |
| Statutory valuation allowance adjustments | — | — | — | — | — | — | — | — | — |
| Adjusted gross deferred tax assets | 105,766,632 | 6,869,137 | 112,635,769 | 92,427,829 | 9,481,416 | 101,909,245 | 13,338,803 | (2,612,279) | 10,726,524 |
| Deferred tax assets nonadmitted | 39,771,137 | 4,375,177 | 44,146,314 | 29,984,327 | 6,525,573 | 36,509,900 | 9,786,810 | (2,150,396) | 7,636,414 |
| Sub-total net admitted deferred tax assets | 65,995,495 | 2,493,960 | 68,489,455 | 62,443,502 | 2,955,843 | 65,399,345 | 3,551,993 | (461,883) | 3,090,110 |
| Deferred tax liabilities | 27,553,114 | 2,493,960 | 30,047,074 | 27,738,660 | 2,955,843 | 30,694,503 | (185,546) | (461,883) | (647,429) |
| Net admitted deferred tax assets (liabilities) | $ 38,442,381 | — | 38,442,381 | 34,704,842 | — | 34,704,842 | 3,737,539 | — | 3,737,539 |

Management has reviewed whether a valuation allowance is needed on its total gross deferred tax assets reported above based on factors such as past history and trends, projected taxable income, and expiration of carryforwards. Management believes that in 2015 and 2014 it is more likely than not that the results of operations will generate sufficient taxable income to realize its gross deferred tax assets on ordinary items. Additionally, in 2015 and 2014, management believes that there are sufficient capital gains available in its capital assets portfolio and that holding its fixed debt securities in a loss position to maturity or recovery substantiates the Company's ability to realize its gross deferred tax assets on capital items.



(Continued)

The Company's admission calculation components at December 31, 2015 and 2014 are as follows:

| | 2015 | | | 2014 | | | Change | | |
|---|---|---|---|---|---|---|---|---|---|
| | Ordinary | Capital | Total | Ordinary | Capital | Total | Ordinary | Capital | Total |
| (a) Federal income taxes paid in prior years recoverable through loss carrybacks | $ 38,442,381 | — | 38,442,381 | 34,704,842 | — | 34,704,842 | 3,737,539 | — | 3,737,539 |
| (b) Adjusted gross deferred tax assets expected to be realized (excluding the amount of deferred tax assets from (a) above) after application of the threshold limitation. (The lesser of (b)1 and (b)2 below): | | | | | | | | | |
| 1. Adjusted gross deferred tax assets expected to be realized following the balance sheet date | — | — | — | — | — | — | — | — | — |
| 2. Adjusted gross deferred tax assets allowed per limitation threshold | — | — | 55,508,270 | — | — | 51,850,268 | — | — | 3,658,002 |
| Lesser of b(1) or b(2) | — | — | — | — | — | — | — | — | — |
| (c) Adjusted gross deferred tax assets (excluding the amount of deferred tax assets from (a) and (b) above) offset by gross deferred tax liabilities | 27,553,114 | 2,493,960 | 30,047,074 | 27,738,660 | 2,955,843 | 30,694,503 | (185,546) | (461,883) | (647,429) |
| (d) Deferred tax assets admitted Total ((a) + (b) + (c )) | $ 65,995,495 | 2,493,960 | 68,489,455 | 62,443,502 | 2,955,843 | 65,399,345 | 3,551,993 | (461,883) | 3,090,110 |

| | 2015 | 2014 |
|---|---|---|
| Ratio percentage used to determine recovery period and threshold limitation amount | 740% | 732% |
| Amount of adjusted capital and surplus used to determine recovery period and threshold limitation in (b)2 above | $ 396,638,640 | 368,216,598 |



(Continued)

As of December 31, the change in net deferred income taxes is comprised of the following:

| | 2015 | 2014 | Change |
|---|---|---|---|
| Gross deferred tax assets | $ 112,635,769 | 101,909,245 | 10,726,524 |
| Gross deferred tax liabilities | 30,047,074 | 30,694,503 | (647,429) |
| Net deferred tax assets/liabilities | 82,588,695 | 71,214,742 | 11,373,953 |
| Statutory valuation allowance adjustment | — | — | — |
| Net deferred tax assets/liabilities after statutory valuation allowance | 82,588,695 | 71,214,742 | 11,373,953 |
| Tax effect of unrealized (gains) losses | (2,083,934) | (2,544,142) | 460,208 |
| Statutory valuation allowance adjustment allocated to unrealized | — | — | — |
| Change in net deferred income taxes | $ 84,672,629 | 73,758,884 | 10,913,745 |

The impact of the Company's tax planning strategies as of December 31 is as follows:

| | 2015 | | 2014 | | Change | |
|---|---|---|---|---|---|---|
| | Ordinary | Capital | Ordinary | Capital | Ordinary | Capital |
| Adjusted gross DTAs | $ 105,766,632 | 6,869,137 | 92,427,829 | 9,481,416 | 13,338,803 | (2,612,279) |
| Percentage of adjusted gross DTAs attributable to the impact of tax planning strategies | —% | 6.1% | —% | 9.3% | —% | (3.2)% |
| Net admitted adjusted gross DTAs | $ 65,995,495 | 2,493,960 | 62,443,502 | 2,955,843 | 3,551,993 | (461,883) |
| Percentage of net admitted adjusted gross DTAs attributable to the impact of tax planning strategies | —% | 3.6% | —% | 4.5% | —% | (0.9)% |

None of the Company's tax-planning strategies include the use of reinsurance.

There are no temporary differences for which deferred tax liabilities are not recognized.



(Continued)

As of December 31, current income taxes incurred consist of the following major components:

| | 2015 | 2014 | Change |
|---|---|---|---|
| Current federal income tax – operations | $ 41,960,713 | 35,212,048 | 6,748,665 |
| Foreign income tax | — | — | — |
| Subtotal | 41,960,713 | 35,212,048 | 6,748,665 |
| Current federal income tax on capital gains | 1,408,332 | 1,422,611 | (14,279) |
| Federal and foreign income taxes incurred | $ 43,369,045 | 36,634,659 | 6,734,386 |

As of December 31, deferred income tax assets and liabilities consist of the following major components:

| | 2015 | 2014 | Change |
|---|---|---|---|
| Deferred tax assets: | | | |
| Ordinary: | | | |
| Discounting of unpaid losses | $ 6,291,456 | 6,384,300 | (92,844) |
| Policyholder reserves | 28,525,020 | 23,713,608 | 4,811,412 |
| Deferred acquisition costs | 49,810,115 | 46,628,951 | 3,181,164 |
| Fixed assets | 3,051,169 | 2,870,037 | 181,132 |
| Compensation and benefits accrual | 10,118,086 | 8,887,495 | 1,230,591 |
| Receivables – nonadmitted | 5,938,539 | 2,431,026 | 3,507,513 |
| Other | 2,032,247 | 1,512,412 | 519,835 |
| Subtotal | 105,766,632 | 92,427,829 | 13,338,803 |
| Statutory valuation allowance adjustment | — | — | — |
| Nonadmitted | 39,771,137 | 29,984,327 | 9,786,810 |
| Admitted ordinary deferred tax assets | 65,995,495 | 62,443,502 | 3,551,993 |
| Capital: | | | |
| Investments | 6,869,137 | 9,481,416 | (2,612,279) |
| Net capital loss carry-forward | — | — | — |
| Subtotal | 6,869,137 | 9,481,416 | (2,612,279) |
| Statutory valuation allowance adjustment | — | — | — |
| Nonadmitted | 4,375,177 | 6,525,573 | (2,150,396) |
| Admitted capital deferred tax assets | 2,493,960 | 2,955,843 | (461,883) |
| Admitted deferred tax assets | 68,489,455 | 65,399,345 | 3,090,110 |



(Continued)

| | 2015 | 2014 | Change |
|---|---|---|---|
| Deferred tax liabilities: | | | |
| Ordinary: | | | |
| Deferred and uncollected premium | $ 26,778,433 | 26,952,344 | (173,911) |
| Other | 774,681 | 786,316 | (11,635) |
| Subtotal | 27,553,114 | 27,738,660 | (185,546) |
| Capital: | | | |
| Investments | 2,493,960 | 2,955,843 | (461,883) |
| Subtotal | 2,493,960 | 2,955,843 | (461,883) |
| Deferred tax liabilities | 30,047,074 | 30,694,503 | (647,429) |
| Net deferred tax assets | $ 38,442,381 | 34,704,842 | 3,737,539 |

The Company's income tax incurred and change in deferred tax differ from the amount obtained by applying the federal statutory rate of 35% to income before income taxes and net realized capital gains (losses) as follows:

| | 2015 | Effective 2015 tax rate | 2014 | Effective 2014 tax rate |
|---|---|---|---|---|
| Income before taxes and realized capital gains (losses) | $ 114,788,551 | —% | $ 104,717,829 | —% |
| Income tax expense at 35% statutory rate | $ 40,175,992 | 35.0% | $ 36,651,240 | 35.0% |
| Increase (decrease) in tax resulting from: | | | | |
| Dividends received deduction | (1,386,395) | (1.2) | (660,092) | (0.6) |
| Nondeductible expenses for meals and other items | 808,606 | 0.7 | 1,847,560 | 1.8 |
| Management fees | (3,815,000) | (3.3) | (4,346,185) | (4.1) |
| School bond and low income housing tax credits | (1,829,320) | (1.6) | (1,775,320) | (1.8) |
| Tax-exempt income | (2,240) | — | (2,741) | — |
| Tax adjustment for IMR | (1,331,024) | (1.2) | (1,123,380) | (1.1) |
| Deferred tax benefit on nonadmitted assets | (3,507,513) | (3.1) | 289,339 | 0.3 |
| Timing differences on realized gains and losses | 2,051,308 | 1.8 | 550,455 | 0.5 |
| Prior year adjustment to current and deferred taxes | (117,446) | (0.1) | (853,577) | (0.8) |
| Total income tax expected | $ 31,046,968 | 27.0% | $ 30,577,299 | 29.2% |



(Continued)

| | 2015 | Effective 2015 tax rate | 2014 | Effective 2014 tax rate |
|---|---|---|---|---|
| Current income taxes incurred (excludes tax on net realized gains and losses) | $ 41,960,713 | 36.5% | $ 35,212,048 | 33.7% |
| Net change in deferred income taxes (excludes tax on unrealized gains and losses) | (10,913,745) | (9.5) | (4,634,749) | (4.5) |
| Total income tax reported | $ 31,046,968 | 27.0% | $ 30,577,299 | 29.2% |

As of December 31, 2015, there are no operations loss deductions, capital loss, or tax credit carryforwards available for tax purposes.

The following are income taxes incurred in the current and prior years that will be available for recoupment in the event of future net losses:

| | Ordinary | Capital | Total |
|---|---|---|---|
| December 31, 2015 | $ 38,231,101 | 1,338,701 | 39,569,802 |
| December 31, 2014 | 42,706,515 | 1,049,204 | 43,755,719 |
| December 31, 2013 | 34,272,174 | 2,521,657 | 36,793,831 |

As of December 31, 2015, there were no deposits admitted under Section 6603 of the Internal Revenue Code.

The Company is included in a consolidated federal income tax return with the following entities:

American Fidelity Corporation
American Public Life Insurance Company
American Fidelity Securities, Inc.
InvesTrust, N.A.
American Fidelity General Agency, Inc.
AF Professional Employment Group, LLC
First Financial Securities of America, Inc.
American Fidelity Property Company
American Fidelity Administrative Services, LLC
American Fidelity International Holdings, Inc.
Enrollcom, Inc.
AF Apartments, Inc.
Market Place Realty Corporation
American Fidelity Property Services, LLC
American Fidelity Community Services, Inc.
Home Rentals Inc.
Apple Creek Apartments, Inc.

The method of tax allocation between the companies is subject to a written agreement approved by the Board of Directors. Allocation is based on separate return calculations at the group's effective tax rate with current credit for net losses. Intercompany tax balances are settled annually.

The Company has no tax loss contingencies for which it is reasonably possible that the total liability will significantly increase within twelve months of the reporting date.



(Continued)

The Company files income tax returns in the U.S. federal jurisdiction and various states. The Company is no longer subject to U.S. federal income tax examinations for years prior to 2012 and state and local income tax examinations for years prior to 2011. The Company is not currently under examination by any taxing authority.

## (9) Reinsurance

Reinsurance contracts do not relieve the Company from its obligations to policyholders. Failure of reinsurers to honor their obligations could result in losses to the Company. The Company evaluates the financial condition of its reinsurers and monitors concentrations of credit risk arising from similar geographic regions, activities, or economic characteristics of the reinsurers to minimize its exposure to significant losses from reinsurer insolvencies. Management believes that all reinsurers presently used are financially sound and will be able to meet their contractual obligations; therefore, no significant allowance for uncollectible amounts has been included in the December 31, 2015 or 2014 statutory financial statements. Estimated amounts that reduce the reserves for future policy benefits at December 31, 2015 and 2014 for reinsurance ceded are approximately $1,114,739,000 and $1,108,283,000, respectively. At December 31, 2015 and 2014, amounts that reduced the reserves for future policy benefits of approximately $748,059,000 and $747,963,000, respectively, were associated with one reinsurer (note 14).

At December 31, 2015 and 2014, the Company had unsecured aggregate recoverable from the following reinsurers for policy and contracts claims, paid and unpaid, that exceeds 3.0% of the Company's surplus, as follows:

| Group | | 2015 | 2014 |
|---|---|---|---|
| Hannover Life Reassurance Company | $ | 1,526,535 | 381,924 |
| Hannover Reassurance (Ireland) LTD | | 8,870,136 | 7,874,298 |
| Total group | | 10,396,671 | 8,256,222 |
| Gerber Life Insurance Company | | 7,927,089 | 14,695,944 |
| Total | $ | 18,323,760 | 22,952,166 |

Reinsurance agreements in effect for life insurance policies vary according to the age of the insured and the type of risk. Retention amounts for life insurance are $500,000 on individual life coverage and group life, with slightly lower limits on accidental death benefits. At December 31, 2015 and 2014, the face amounts of life insurance in force that are reinsured amounted to approximately $8,988,000,000 and $9,611,000,000, respectively (approximately 36.1% and 39.9% of total life insurance in force, respectively).

Reinsurance agreements in effect for accident and health insurance policies vary with the type of coverage. There are no accident and health reinsurance treaties subject to retention limits.

The effects of reinsurance agreements on earned premiums, prior to deductions for benefits, and commission allowances are as follows for the years ended December 31, 2015 and 2014:

| | 2015 | 2014 |
|---|---|---|
| Reinsurance ceded | $ 221,196,842 | 234,797,928 |
| Reinsurance assumed | 43,545,541 | 45,056,342 |

Reinsurance agreements reduced benefits paid for life and accident and health policies by approximately $187,656,000 and $200,390,000 for the years ended December 31, 2015 and 2014, respectively.

## (10) Employee Benefit Plans

The Company participates in a pension plan (the Plan), sponsored by AFC, and is not directly liable for obligations under the Plan. The Plan covers all employees who have satisfied longevity and age requirements. The Company's funding policy is to contribute annually the maximum amount that can be deducted for federal income tax purposes. Contributions are intended to provide not only for benefits attributed to service to date, but also for those expected to be earned in the future. The Company contributed approximately $7,558,000 and $10,193,000 to the Plan during the years ended December 31, 2015 and 2014, respectively. AFC also offers certain postretirement benefits other than the Plan.

The Company participates in a defined-contribution thrift and profit sharing plan as provided under Section 401(a) of the Code, which includes the tax deferral feature for employee contributions provided by Section 401(k) of the Code. The Company contributed approximately $6,909,000 and $3,293,000 to this plan during the years ended December 31, 2015 and 2014, respectively.

SSAP No. 102, *Accounting for Pensions, A replacement of SSAP No. 89*, is effective for years beginning January 1, 2013. The Company participates in a Consolidated/Holding Company plan for pension benefits and is not directly liable for obligations under the Plan. The accounting and reporting requirements of SSAP No. 102 have no impact on the Company's financial statements, as the applicable requirements under Paragraph 80 have not changed from past years.

## (11) Leases

The Company leases various properties to nonaffiliates under operating lease agreements, which expire or are cancelable within one year. The properties leased are included in the statutory statements of admitted assets, liabilities, and capital and surplus as investment real estate. Rental income on these properties is included in the statutory statements of operations as net investment income.

Investment real estate held for lease is as follows at December 31:

| | 2015 | 2014 |
|---|---|---|
| Land and buildings, net of encumbrances | $ 15,611,849 | 15,450,022 |
| Less accumulated depreciation | (4,898,719) | (3,540,781) |
| Net investment real estate | $ 10,713,130 | 11,909,241 |



(Continued)

In addition to the real estate held for lease, the Company also has approximately $0 and $46,000 of real estate held for sale, net of accumulated depreciation of approximately $0 at December 31, 2015 and 2014, respectively.

The Company entered into a lease agreement with 9000 Broadway LLC, a related party, on December 31, 2012, and modified effective January 1, 2014. The balance due will be paid in monthly amounts of approximately $714,000 over the 20 year term of the lease.

## (12) Related-Party Transactions

The Company paid cash dividends to AFC in the amount of approximately $35,000,000 during 2015 and 2014. There were no other transactions with affiliates in amounts, which exceeded one-half of one percent of the total admitted assets of the Company.

At December 31, 2015 and 2014, the Company reported approximately $4,493,000 and $3,330,000, respectively, as amounts due from AFC.

The Company leases office space from a subsidiary of AFC. The rent payments associated with this lease were approximately $14,671,000 and $12,461,000 in 2015 and 2014, respectively.

During 2015 and 2014, the Company entered into three-year software lease agreements with AFC. Lease expense related to these agreements was approximately $5,449,000 and $4,920,000 for the years ended December 31, 2015 and 2014, respectively, and is included in general insurance expenses.

The Company leases automobiles, furniture, and equipment from a partnership that owns a controlling interest in AFC. These operating leases are cancelable upon one month's notice. During the years ended December 31, 2015 and 2014, rentals paid under these leases were approximately $9,374,000 and $8,265,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFC provides certain services on a cost basis with no markup. During the years ended December 31, 2015 and 2014, the Company paid management fees to AFC totaling approximately $6,316,000 and $6,501,000, respectively.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Fidelity International (Bermuda) Ltd. (AFIBL) on a cost basis. During the years ended December 31, 2015 and 2014, AFIBL paid management fees to AFA of approximately $2,103,000.

Under a service agreement approved by the Oklahoma Insurance Department, AFA provides certain services to American Public Life Insurance Company (APL) on a cost basis. During the years ended December 31, 2015 and 2014, APL paid management fees to AFA of approximately $750,000.

During the years ended December 31, 2015 and 2014, the Company paid investment advisory fees to a partnership that owns a controlling interest in AFC totaling approximately $9,988,000 and $9,429,000, respectively.

## (13) Commitments and Contingencies

Rent expense for the years ended December 31, 2015 and 2014 was approximately $28,001,000 and $25,541,000, respectively. A portion of rent expense relates to leases that expire or are cancelable within one year. The approximate aggregate minimum annual rental commitments as of December 31, 2015 under noncancelable long-term leases for office space are as follows:

| | |
|---|---|
| 2016 | $ 11,330,000 |
| 2017 | 11,219,000 |
| 2018 | 9,202,000 |
| 2019 | 8,975,000 |
| 2020 | 8,568,000 |
| 2021 and thereafter | 144,234,000 |

The Company has outstanding mortgage loan commitments of approximately $37,836,000 and $34,365,000 at December 31, 2015 and 2014, respectively.

The Company is subject to state guaranty association assessments in all states in which it is licensed to do business. These associations generally guarantee certain levels of benefits payable to resident policyholders of insolvent insurance companies. Many states allow premium tax credits for all or a portion of such assessments, thereby allowing potential recovery of these payments over a period of years. However, several states do not allow such credits. The Company estimates its liabilities for guaranty association assessments by using the latest information available from the National Organization of Life and Health Insurance Guaranty Associations. The Company monitors and revises its estimates for assessments as additional information becomes available, which could result in changes to the estimated liabilities. As of December 31, 2015 and 2014, liabilities for guaranty association assessments totaled approximately $5,128,000. Other operating expenses related to state guaranty association assessments were minimal for the years ended December 31, 2015 and 2014.

In the normal course of business, there are various legal actions and proceedings pending against the Company and its subsidiaries. In management's opinion, the ultimate liability, if any, resulting from these legal actions will not have a material adverse effect on the Company's financial position.

## (14) Acquired Business – Mid-Continent Life Insurance Company

Effective December 31, 2000, the Company entered into an assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, in his capacity as receiver of Mid-Continent Life Insurance Company (MCL) of Oklahoma City, Oklahoma. Under this agreement, the Company assumed MCL's policies in force, with the exception of a small block of annuity policies that was assumed effective January 1, 2001. In a concurrent reinsurance agreement, the Company ceded 100% of the MCL policies assumed to Hannover Life Reassurance Company of America. In 2002, this agreement was then transferred to Hannover Life Reassurance Company of Ireland (HLR). The agreement with HLR is a funds withheld arrangement, with the Company ceding net policy assets and liabilities of approximately $737,412,000 and $736,705,000 to HLR and maintaining a funds withheld liability at December 31, 2015 and 2014, respectively.

Under the terms of the agreement with the receiver, the Company has guaranteed that the amount of premiums charged under the assumed "Extra-Life" contracts will not increase during the 17-year period beginning December 31, 2000. The Company has also guaranteed that the current dividend scale on the assumed "Extra-Life" contracts shall not be reduced or eliminated during the five-year period beginning December 31, 2000. Beginning January 1, 2006, the dividends on the assumed "Extra-Life" contracts are no longer guaranteed pursuant to the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma.

As required by the terms of the assumption reinsurance agreement with the Commissioner of Insurance of the State of Oklahoma, the Company and HLR agreed that a Supplemental Policyholder Reserve (SPR) would be established. The initial SPR is equal to the net of the assets and liabilities received from MCL under the assumption agreement, less amounts ceded to other reinsurance carriers. The SPR is 100% ceded to HLR.

The purpose of the SPR is to provide additional protection to the MCL policyholders against premium increases and to ensure that profits are recognized over the lives of the underlying policies, rather than being recognized up front. The method for calculation of the initial SPR was specified precisely in the agreement with the receiver. The method for calculating the SPR for periods beyond the purchase date was developed by the Company, as this reserve is not otherwise required statutorily or under existing actuarial valuation guidance. The SPR is divided into two parts: (a) an additional reserve for future benefits, which is an estimate of the amount needed, in addition to the policy reserves and liability for future dividends, to fund benefits assuming there are no future premium rate increases, and (b) an additional reserve for future estimated profit, which represents the profit the Company expects to earn on this business over the lives of the underlying policies. The SPR is reprojected each year to recognize current and future profits as a level percentage of future projected required capital amounts each year, resulting in a level return on investment. Any remaining SPR will not automatically be released after the premium guarantee period of 17 years because the SPR is to be held until there is an actuarial certainty that premium rate increases will not be needed. The calculation of the SPR is subject to significant volatility, as it is highly dependent upon assumptions regarding mortality, lapse experience, and investment return. Small shifts in any of these underlying assumptions could have a dramatic impact on the value of the SPR. The SPR was approximately $378,749,000 and $378,454,000 for 2015 and 2014, respectively.

Under the terms of the agreement with HLR, HLR has agreed to share future profits on a 50/50 basis with the Company through an experience refund account. The experience refund account is calculated as premium income plus investment income less reserve increases (including the SPR), benefits paid, and administrative expense allowances paid to the Company and is settled on a quarterly basis. Losses are not shared on a 50/50 basis, except to the extent that a net loss in the experience account at the end of a quarter carries forward to future quarters. There was no experience refund earned by the Company in 2015 and 2014. Due to the nature of a funds withheld reinsurance arrangement, the components of the experience refund calculation are reported as separate components in the accompanying summary of operations. Premium income, reserve increases, and benefits paid related to this block are reported as reductions of premium income, changes in reserves, and benefits for reinsurance ceded, as required by the terms of the agreement. Investment income on the funds withheld is included in AFA's investment income, and administrative expense allowances paid to AFA are reported as a reduction of AFA's expense. The impact of ceding investment income on funds withheld is reported as a reduction of net investment income in the accompanying summary of operations.

## (15) Life Contracts – Premiums

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2015 were as follows:

| | | Gross | Net of loading |
|---|---|---|---|
| Ordinary new business | $ | 14,111,011 | 1,837,286 |
| Ordinary renewal | | 36,244,168 | 30,430,103 |
| Group life | | 68,295 | 68,111 |
| Total | $ | 50,423,474 | 32,335,500 |

Deferred and uncollected life insurance premiums and annuity considerations as of December 31, 2014 were as follows:

| | | Gross | Net of loading |
|---|---|---|---|
| Ordinary new business | $ | 12,852,534 | 1,674,303 |
| Ordinary renewal | | 33,587,381 | 28,274,733 |
| Group life | | 21,774 | 21,774 |
| Total | $ | 46,461,689 | 29,970,810 |



(Continued)

## (16) Managing General Agents and Third-Party Administrators

Managing general agents (MGAs) and direct written contracts at December 31 were as follows:

| Name and address of managing general agent or third-party administrator | Federal employer identification number | Exclusive contract | Type of business written | Type of authority granted * | 2015 Direct written premium | 2014 Direct written premium |
|---|---|---|---|---|---|---|
| TRU Services, LLC<br>200 Cummings Center, Ste. 272 D<br>Beverly, MA 01915 | 04-3392571 | No | Excess loss medical and group life | U, C, CA, R, P | $ 37,684,320 | 40,074,609 |
| Elite Brokerage Services, Inc.<br>Suite 200<br>191 Sheree Blvd.<br>Exton, PA 19341 | 23-2328659 | No | Excess loss medical | U, C, CA, R, P | 18,915,226 | 37,685,243 |
| Excess Reinsurance UW Agency, Inc.<br>Suite 101<br>307 South Evergreen Ave<br>Woodbury, NJ 08096 | 22-2945293 | No | Excess loss medical | U, C, CA, R, P | 11,508,916 | 16,902,042 |
| | Aggregate other | | | | 24,800,260 | 20,510,891 |
| Total MGA and third-party administrator premium | | | | | $ 92,908,722 | 115,172,785 |

* Abbreviations
U: Underwriting
C: Claims payment
CA: Claims adjustment
R: Reinsurance ceding
P: Premium collection



(Continued)

## (17) Affiliated Entities

The following is a summary of the significant ownership and affiliated entity relationships that existed at December 31, 2015:

| | |
|---|---|
| Immediate parent | • American Fidelity Corporation |
| Other insurance affiliates | • American Public Life Insurance Company<br>• American Fidelity International (Bermuda) Ltd. |
| Other affiliates | • American Fidelity International Holdings, Inc.<br>• American Fidelity Property Company<br>• 6303 Portland, LLC<br>• Broadway Tech, LLC<br>• Apple Creek Apartments, Inc.<br>• American Fidelity General Agency, Inc.<br>• American Fidelity Securities, Inc.<br>• First Fidelity Bank, N.A. and its affiliates<br>• INSURICA, Inc. and its affiliates<br>• Cameron Enterprises, A Limited Partnership and its affiliates<br>• InvesTrust Consulting, LLC<br>• InvesTrust Retirement Specialists, LLC<br>• InvesTrust N.A.<br>• Enrollcom, Inc.<br>• American Fidelity Property Services, LLC<br>• Alcott HR Group, LLC<br>• First Financial Securities of America, Inc.<br>• AF Professional Employment Group, LLC<br>• Hawaii Development, LLC<br>• Home Rentals, Inc.<br>• 9000 Broadway, LLC<br>• Market Place Realty Corporation<br>• Health Services Administration, LLC<br>• American Fidelity Community Services, Inc.<br>• AF Apartments, Inc.<br>• Oklahoma Winery Partners, LLC<br>• Vintage Oakville Cross, LLC<br>• American Fidelity Administrative Services, LLC<br>• First Financial Capital Corporation, Inc. and its affiliates |



(Continued)

## (18) Reconciliations

Reconciliations of capital and surplus and net income on a GAAP basis to the amounts included in the accompanying statutory financial statements for the years ended December 31, 2015 and 2014 are as follows (in thousands):

| | Net income, year ended December 31 | | Capital and surplus, at December 31 | |
|---|---|---|---|---|
| | 2015 | 2014 | 2015 | 2014 |
| Amounts as reported on statutory basis | $ 75,367 | 69,252 | 408,498 | 380,373 |
| Adjustments: | | | | |
| Deferred policy acquisition costs | 39,733 | 38,241 | 549,370 | 496,907 |
| Policy benefit reserves | (448) | 23,753 | (12,724) | (12,730) |
| Deferred federal income taxes | (5,471) | (13,914) | (153,763) | (180,353) |
| Due and deferred premiums | (2,126) | (777) | (19,229) | (16,519) |
| Nonadmitted assets | — | — | 16,224 | 6,470 |
| Asset valuation reserve | — | — | 26,584 | 22,548 |
| Invested assets | (72,431) | 65,102 | 75,785 | 263,911 |
| Funds withheld derivative | 73,955 | (64,566) | (42,246) | (116,201) |
| Other, net | (1,306) | (2,496) | 19,559 | 17,862 |
| Amounts on a GAAP basis for consolidated presentation | $ 107,273 | 114,595 | 868,058 | 862,268 |

## (19) Guaranty Assessments

As of December 31, 2015, American Fidelity Assurance Company did not receive notice of any assessments that would have a material financial impact.



(Continued)

The amount of recognized liabilities under SSAP No. 35R is $1,050,000 and the related asset for premium tax credits is $194,000. The Company expects that the assessments would be billed and paid over the next year and the majority of the premium tax offsets would be realized over the next five years after that.

| | | |
|---|---|---|
| Assets recognized from paid and accrued premium tax offsets and policy surcharges prior year-end | $ | 975,922 |
| Decreases current year: | | |
| Premium tax offset applied | $ | 299,250 |
| Payments on insolvencies which were set up as payables prior to the current year | | 146,530 |
| Reduction in the estimated liablility based on new projections at the end of the current year | | 123,498 |
| Adjusted the liability to remove payments on insolvencies which are no longer part of the projected liability | | (50,131) |
| Increases current year: | | |
| Assessment payments less refunds on insolvencies billed during the current year | $ | 239,201 |
| Increase in estimated liability based on the new projections at the end of the current year | | 484,097 |
| Assets recognized from paid and accrued premium tax offsets and policy surcharges current year-end | $ | 1,079,811 |

## (20) Reconciliation to Annual Statement

The reconciling items between the annual statement filing and the audited financial statements for the year ended December 31, 2015 are as follows:

**Statutory Statements of Cash Flow**

| | | Annual statement | Reclass | Audited financials |
|---|---|---|---|---|
| Premiums and annuity considerations, net reinsurance | $ | 960,201,329 | (2,486,411) | 957,714,918 |
| Investment income received | | 184,878,650 | (13,073,464) | 171,805,186 |
| Life and accident and health claims paid | | (325,587,128) | 3,679,128 | (321,908,000) |
| Commissions and other expenses paid | | (360,789,479) | 13,238,685 | (347,550,794) |
| Net cash from operations | | 330,286,321 | 1,357,938 | 331,644,259 |
| Other proceeds from investments sold, matured, or repaid | $ | 1,469,893 | (1,357,938) | 111,955 |
| Total investment proceeds | | 441,233,767 | (1,357,938) | 439,875,829 |
| Net cash from investing | | (255,452,886) | (1,357,938) | (256,810,824) |



(Continued)

The reconciling items between the annual statement filing and the audited financial statements for the year ended December 31, 2014 are as follows:

**Statutory Statements of Cash Flow**

| | Annual statement | Reclass | Audited financials |
|---|---|---|---|
| Life and accident and health claims paid | $ (317,461,676) | (18,348,691) | (335,810,367) |
| Net cash from operations | 229,554,858 | (18,348,691) | 211,206,167 |
| Net (increase) in policy loans and loans on fund deposits | $ (26,300,964) | 18,348,691 | (7,952,273) |
| Net cash from investing | (160,391,788) | 18,348,691 | (142,043,097) |

## (21) Subsequent Events

The Company evaluated events subsequent to December 31, 2015 and through February 19, 2016, the date on which the statutory financial statements were issued. The Company also evaluated events subsequent to December 31, 2015 and through May 16, 2016 the date on which the audited financial statements were issued.

**Schedule 1**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Selected Financial Data

December 31, 2015

| | | |
|---|---|---|
| Investment income earned: | | |
| Government bonds | $ | 2,284,696 |
| Other bonds (unaffiliated) | | 169,905,746 |
| Preferred stocks (unaffiliated) | | 61,667 |
| Common stocks (unaffiliated) | | 10,660 |
| Mortgage loans | | 23,408,487 |
| Real estate | | 4,414,194 |
| Premium notes, policy loans, and liens | | 3,176,054 |
| Cash on hand and on deposit | | 9,798 |
| Other invested assets | | 350,221 |
| Aggregate write-ins for investment income | | 2,118,712 |
| Gross investment income | $ | 205,740,235 |
| Real estate owned – book value | $ | 10,713,130 |
| Mortgage loans – book value: | | |
| Commercial mortgages | $ | 393,280,807 |
| Total mortgage loans | $ | 393,280,807 |
| Mortgage loans by standing – book value: | | |
| Good standing | $ | 393,280,807 |
| Other long-term invested assets – statement value | | 21,866,789 |
| Bonds and stocks of parents, subsidiaries, and affiliates – book value: | | |
| Common stocks | | 790,709 |
| Bonds and short-term investments by class and maturity: | | |
| Bonds and short-term investments by maturity – statement value: | | |
| Due within 1 year | $ | 122,118,996 |
| Over 1 year through 5 years | | 600,436,928 |
| Over 5 years through 10 years | | 1,355,786,581 |
| Over 10 years through 20 years | | 1,053,377,860 |
| Over 20 years | | 588,916,782 |
| Total by maturity | $ | 3,720,637,147 |
| Bonds and short-term investments by class – statement value: | | |
| Class 1 | $ | 2,105,526,165 |
| Class 2 | | 1,518,729,280 |
| Class 3 | | 77,964,707 |
| Class 4 | | 10,570,953 |
| Class 5 | | 3,719,580 |
| Class 6 | | 4,126,462 |
| Total by class | | 3,720,637,147 |
| Total bonds and short-term investments publicly traded | | 3,096,870,962 |
| Total bonds and short-term investments privately placed | $ | 623,766,185 |



(Continued)

**Schedule 1**

## AMERICAN FIDELITY ASSURANCE COMPANY

Selected Financial Data

December 31, 2015

| | |
|---|---|
| Common stocks – fair value (investments in affiliates at equity value) | $ 25,021,596 |
| Cash on hand and on deposit | 175,188,228 |
| Life insurance in force (net): | |
| Ordinary | 15,114,999,000 |
| Group life | 821,958,000 |
| Amount of accidental death insurance in force under ordinary policies (net) | 1,965,321,000 |
| Life insurance policies with disability provisions in force (net): | |
| Ordinary | 1,799,954,000 |
| Group life | 46,504,000 |
| Supplementary contracts in force (net): | |
| Ordinary – not involving life contingencies: | |
| Amount on deposit | 138,530 |
| Income payable | — |
| Ordinary – involving life contingencies (net): | |
| Income payable | 52,983 |
| Annuities: | |
| Ordinary: | |
| Immediate – amount of income payable | $ 8,567,387 |
| Deferred – fully paid account balance | 711,634,905 |
| Group: | |
| Immediate – amount of income payable | 474,010 |
| Accident and health insurance – premiums in force: | |
| Ordinary | 301,222,888 |
| Group | 512,083,621 |
| Deposit funds and dividend accumulations: | |
| Deposit funds – account balance | 4,917 |
| Dividend and coupon accumulations – account balance | 199,440 |
| Claims payments: | |
| Other accident and health: | |
| 2015 | 76,913,498 |
| 2014 | 27,684,759 |
| 2013 | 2,488,315 |
| 2012 | 1,016,707 |
| 2011 | 571,369 |
| Prior | 321,014 |
| Group accident and health: | |
| 2015 | 96,117,902 |
| 2014 | 61,972,205 |
| 2013 | 11,279,905 |
| 2012 | 5,114,748 |
| 2011 | 3,021,680 |
| Prior | 6,832,273 |

See accompanying independent auditors' report.

**Schedule 2**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2015

1. Total admitted assets, excluding separate accounts: $4,622,796,507

2. The Company's 10 largest exposures to a single issuer/borrower/investment, excluding U.S. government, U.S. government agency securities, and those U.S. government money market funds listed in the Appendix to the NAIC SVO Purposes and Procedures Manual as exempt, property occupied by the Company, and policy loans at December 31, 2015 are as follows:

| Investment category | Amount | Percentage of total admitted assets |
|---|---|---|
| Oracle Corporation | $ 22,836,325 | 0.494% |
| Williams Companies, Inc. | 21,962,115 | 0.475 |
| Equifax, Inc. | 15,346,851 | 0.332 |
| Time Warner, Inc. | 15,200,457 | 0.329 |
| Comcast Corp. | 15,184,750 | 0.328 |
| Scripps Networks Inter-CLA | 15,115,354 | 0.327 |
| Electricite De France | 15,100,201 | 0.327 |
| Becton Dickinson & Co. | 15,024,706 | 0.325 |
| Commonwealth Bank Australia | 15,000,000 | 0.324 |
| WPP Finance 2010 | 14,811,235 | 0.320 |

3. The Company's investments in bonds, short-term investments, and preferred stocks by NAIC rating at December 31, 2015 are as follows:

| Bonds, short-term investments, and preferred stocks | Amount | Percentage of total admitted assets |
|---|---|---|
| NAIC-1 | $ 2,105,526,165 | 45.547% |
| NAIC-2 | 1,518,729,280 | 32.853 |
| NAIC-3 | 77,964,707 | 1.687 |
| NAIC-4 | 10,570,953 | 0.229 |
| NAIC-5 | 3,719,580 | 0.080 |
| NAIC-6 | 4,126,462 | 0.089 |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2015

4. Assets held in foreign investments:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Are assets held in foreign investments less than 2.5% of the reporting entity's total admitted assets? | | Yes ( ) No (X ) |
| Total admitted assets held in foreign investment | $ 473,333,824 | 10.239% |
| Foreign-currency-denominated investments | — | — |
| Insurance liabilities denominated in that same foreign currency | — | — |

5. Aggregate foreign investment exposure categorized by NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC-1 | $ 442,654,323 | 9.575% |
| Countries rated NAIC-2 or below | 30,679,501 | 0.664 |

6. Largest foreign investment exposures by country, categorized by the country's NAIC sovereign rating:

| | Amount | Percentage of total admitted assets |
|---|---|---|
| Countries rated NAIC – 1: | | |
| Country 1: Great Britain | $ 113,995,402 | 2.466% |
| Country 2: Australia | 74,623,217 | 1.614 |
| Countries rated NAIC – 2 or below: | | |
| Country 1: Mexico | $ 27,679,501 | 0.599% |
| Country 2: Italy | 3,000,000 | 0.065 |



(Continued)

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2015

7. Ten largest nonsovereign (i.e., nongovernmental) foreign issues:

| Issuer | Amount | Percentage of total admitted assets |
|---|---|---|
| Electricite De France | $ 15,100,201 | 0.327% |
| Commonwealth Bank of Australia | 15,000,000 | 0.324 |
| WPP France 2010 | 14,811,235 | 0.320 |
| Petrobras Global Finance | 14,480,576 | 0.313 |
| France Telecom | 10,905,291 | 0.236 |
| Grupo Bimbo | 10,894,786 | 0.236 |
| Lotte Shopping Co | 9,993,436 | 0.216 |
| Anglo American Capital | 9,965,519 | 0.216 |
| Shelle International | 9,952,274 | 0.215 |
| Formento Economico Mexico | 9,857,105 | 0.213 |

7a. The aggregate mortgage interest represents the combined value of all mortgages secured by the same property or same group of properties. Each of the Company's 10 largest aggregate mortgage interests at December 31, 2015 are as follows:

| Type (commercial) | Amount | Percentage of total admitted assets |
|---|---|---|
| Kilkee, LLC | $ 14,150,594 | 0.306% |
| Daboo, LLC | 12,048,089 | 0.261 |
| Susan A. Cox | 10,590,683 | 0.229 |
| Crown Equipment | 7,625,158 | 0.165 |
| Colonial Hickary/Rockingham/Clemmons | 7,522,097 | 0.163 |
| Locke Supply Co | 7,060,309 | 0.153 |
| Majestic Regence Woods, LLC | 6,589,622 | 0.143 |
| Lake Park Storage, LLC | 6,383,274 | 0.138 |
| Quick Trip Service Stations | 6,330,362 | 0.137 |
| CVS and O-Reilly Stores | 6,199,882 | 0.134 |



(Continued)

**Schedule 2**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Schedule of Investment Risk Interrogatories

December 31, 2015

7b. The Company's mortgage loans have the following loan-to-value ratios as determined from the most current appraisal as of the annual statement date:

| | Loan-to-value | Commercial | Percentage of total admitted assets |
|---|---|---|---|
| i. | above 95% | $ — | — |
| ii. | 91% to 95% | — | — |
| iii. | 81% to 90% | — | — |
| iv. | 71% to 80% | 26,033,445 | 0.563% |
| v. | below 70% | 367,247,362 | 7.944% |

Items 8 through 9, 11 through 15, 17a, and 18 through 23 are not applicable to the Company.

See accompanying independent auditors' report.

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2015

| Investment categories | Gross investment holdings Amount | Gross investment holdings Percentage | Admitted assets as reported in the annual statement Amount | Admitted assets as reported in the annual statement Percentage |
|---|---|---|---|---|
| Bonds: | | | | |
| U.S. Treasury securities | $ 1,076,489 | 0.024% | $ 1,076,489 | 0.024% |
| U.S. government agency obligations (excluding mortgage-backed securities): | | | | |
| Issued by U.S. government agencies | 7,105,463 | 0.161 | 7,105,463 | 0.161 |
| Issued by U.S. government sponsored agencies | 408,936,095 | 9.286 | 408,936,095 | 9.286 |
| Non-U.S. government (including Canada, excluding mortgage-backed securities) | 33,352,181 | 0.757 | 33,352,181 | 0.757 |
| Securities issued by states, territories, and possessions and political subdivisions in the United States: | | | | |
| States, territories, and possessions general obligations | 276,375,942 | 6.276 | 276,375,942 | 6.276 |
| Revenue and assessment obligations | 131,171,976 | 2.979 | 131,171,976 | 2.979 |
| Mortgage-backed securities (includes residential and commercial MBS): | | | | |
| Pass-through securities: | | | | |
| Issued or guaranteed by GNMA | 2,609,477 | 0.059 | 2,609,477 | 0.059 |
| Issued or guaranteed by FNMA and FHLMC | 1,718,921 | 0.039 | 1,718,921 | 0.039 |
| All other | 14,147,156 | 0.321 | 14,147,156 | 0.321 |
| CMOs and REMICs: | | | | |
| Issued or guaranteed by GNMA, FNMA, FHLMC, and VA | 585,041,381 | 13.285 | 585,041,381 | 13.285 |
| All other | 154,213,205 | 3.502 | 154,213,205 | 3.502 |
| Other debt and other fixed income securities (excluding short-term): | | | | |
| Unaffiliated domestic securities (includes credit tenant loans rated by the SVO) | 1,562,313,919 | 35.476 | 1,562,313,919 | 35.476 |
| Unaffiliated foreign securities | 542,574,942 | 12.321 | 542,574,942 | 12.321 |
| Equity interests: | | | | |
| Preferred stocks: | | | | |
| Unaffiliated | 4,211,220 | 0.096 | 4,211,220 | 0.096 |
| Publicly traded equity securities (excluding preferred stocks): | | | | |
| Unaffiliated | 273,417 | 0.006 | 273,417 | 0.006 |
| Other equity securities: | | | | |
| Affiliated | 790,709 | 0.018 | 790,709 | 0.018 |
| Unaffiliated | 23,957,470 | 0.544 | 23,957,470 | 0.544 |



(Continued)

**Schedule 3**

**AMERICAN FIDELITY ASSURANCE COMPANY**

Summary Schedule of Investments

December 31, 2015

| Investment categories | Gross investment holdings | | Admitted assets as reported in the annual statement | |
|---|---|---|---|---|
| | Amount | Percentage | Amount | Percentage |
| Mortgage loans: | | | | |
| Commercial loans | $ 393,280,807 | 8.931% | $ 393,280,807 | 8.931% |
| Real estate investments: | | | | |
| Property held for production of income (including $0 of property acquired in satisfaction of debt) | 10,713,130 | 0.243 | 10,713,130 | 0.243 |
| Property held for sale (including $0 property acquired in satisfaction of debt) | | | | |
| Contract loans | 52,673,645 | 1.196 | 52,673,645 | 1.196 |
| Receivables for securities | 844 | — | 844 | — |
| Cash, cash equivalents, and short-term investments | 175,188,228 | 3.978 | 175,188,228 | 3.978 |
| Other invested assets | 22,086,745 | 0.502 | 21,865,945 | 0.497 |
| Total invested assets | $ 4,403,813,362 | 100% | $ 4,403,592,562 | 100% |

See accompanying independent auditors' report.

| | Response Form A - Scope of Service Questionnaire | Firm Response and Comments |
|---|---|---|
| 1) | Provide background information about your company. | |
| | a. History | American Fidelity Assurance Company was established in 1960 and has been providing voluntary benefits and employer administative services for the education community for 60 years. We offer benefits strategies that empower districts like yours to make benefits decisions to help your organization and your employees. Our goal is to act as an extension of your human resources department by providing employee education, enrollment, year-round administration, and compliance support. |
| | b. What percent of your business is in the education sector? | American Fidelity has a division solely dedicated to education community, meaning you will be served by an account team that is truly embedded within your industry's trends and benefit needs. Overall, the education sector makes up about 80% of our business. |
| | c. Organizational mission, brand, and market differentiators | American Fidelity's mission is to provide financial security and benefit solutions to meet the specific needs of employers and employees in our select market segments.<br><br>We accomplish our mission by providing your employees with a personal approach focused on providing each of your employees with the proper education to help them understand the full scope of the benefits being offered and how they can be used to supplement their core benefits. |
| 2) | Identify the number of IL public schools your company currently provides Section 125 administration services and employee benefit education and enrollment support. | We currently serve 240 public school districts in Illinois. |
| 3) | Please summarize in 250 words or less why your company is the best candidate and the principal reasons your company should be selected over your competitors | American Fidelity is committed to providing your District with more than just a benefits package. We want to help you implement valuable, consistent benefit education to ensure your employees understand their benefit options and how each option fits into their overall benefits package. We do this by utilizing salaried account managers who provide a one-on-one guided enrollment experience for each eligible employee to answer questions and provide comprehensive benefits education. Additionally, we provide educational videos, a benefits website, emails, and customized print materials to ensure each employee can learn about their benefit options through the channels they prefer.<br><br>We believe that with a true benefits education strategy, your employees will be more prepared to make benefits decisions, leading to higher overall participation in your benefits plan. |
| 4) | Does your firm offer an Online Enrollment System? If so, please describe this system and how it is used in the enrollment process. Include the following information. | AFenroll® is American Fidelity's complete web-based enrollment, communication, and administration platform that can assist with your entire benefit enrollment process. With ease of administration and one central location for you and your carriers, AFenroll® is your enrollment solution.<br><br>We'll provide you with a customized online benefits enrollment system with year-round features and maintenance. This includes:<br>• Full benefits and system enrollment monitoring<br>• Setup for mutually agreed upon plan functionality<br>• Data and census analysis, pre-load, and setup<br>• Testing and carrier review<br>• Multiple product categories, plan options, and coverage levels<br>• Administrative tools (reports, enrollment monitoring, etc.)<br>• Post-enrollment data transfer to employer |
| | i. When was the system implemented? | We began using our current enrollment system in 2011. |
| | ii. Who has access to the information? | Access is granted to administrators and HR team members via a secure login to our system. |
| | iii. How is the information accessed? | Information is accessed through administrative login into our secure web based system. |
| | iv. Describe information and functions available via the system. | Employer Features:<br>• Electronic payroll deduction upload<br>• New Hire enrollments<br>• View employee enrollment status<br>• Employee benefit participation reports<br>• Administrative changes, including terminations, leaves of absence, retirements and more<br>• View employee coverage at any time<br>• Electronic, historic record of employee data<br>• View employee beneficiary information at any time<br>• Customize your enrollment with company colors, logo, and photos<br><br>Employee Features:<br>• Accessible from any desktop browser<br>• Customized enrollment based on demographic information and hire date<br>• Enroll in all available benefits<br>• View benefit confirmation statements<br>• View benefit materials, brochures, and summary plan descriptions<br>• Educational benefit videos<br>• Enrollment preparation videos<br>• Benefit calculators and Section 125 worksheets |
| 5) | Define the number of plan customers using your Online Enrollment System, including (Illinois) school districts? | Approximately 7,200 clients currently use AFenroll, including 240 school districts throughout Illinois. We provide full benefit enrollments, including EDI data feeds to carriers, for 187 clients and eight clients in Illinois. |
| 6) | Provide a sample project timeline that outlines the implementation process. | A sample implementation timeline is included in Section 2 of this response. |

| | | |
|---|---|---|
| 7) | What security standards do you implement to ensure participant privacy? | As an insurance company, American Fidelity is held to a high standard by Federal Government Regulations and other entities to protect the personal information of our clients. We have measures in place to continually meet these standards. These include:<br>All American Fidelity colleagues are required to take a HIPAA class and have adopted work practices that emphasize confidentiality and security.<br>American Fidelity provides a licensed attorney and certified PHR (Professional Human Resources) manager who ensure HIPAA compliance.<br>Additionally, customer information is shredded and kept in locked binds. Our file server is backed up and stored offsite in a secured and monitored facility.<br>Please see the Supporting Documents section of this response for our HIPAA Notice of Privacy Practices. |
| 8) | Can the Online Enrollment System be programmed with complex eligibility rules? Is software programming done in-house or by third party? | Yes – AFenroll® can be programmed with complex eligibility rules. All programing is done in-house by a tech assigned specifically to your district. Our team will work with you during implementation to determine your needs and build your enrollment to meet those needs. |
| 9) | Do employees have 24/7 access to login and view benefit choices items? | Yes – Employees have 24/7 access to manage their benefits through our secure online portal. |
| 10) | Is the system capable of exporting enrollment data to plan providers in acceptable electronic formats? | Yes – American Fidelity has more than 18 years of experience providing EDI files to carriers. We have been successful because we take the time and make the effort to continually verify all carrier details and revise data specs to ensure their accuracy. This is done through conference calls with the carriers and through our secure test file process. We work back and forth with the carrier to make sure they are receiving what they expect and can load the file accurately. Once the test phase is complete and the enrollment is conducted, we can quickly provide the carrier files with the confidence that they are produced accurately. |
| 11) | Is the system capable of generating employee deduction files for upload to the district's payroll program? | Yes – We can provide a file of plan year enrollments directly into the District's payroll system. |
| 12) | Is the system used to educate employees on the benefits offered? If so, please describe. | Yes – AFenroll® can be customized to incorporate benefit materials, brochures, educational videos, and summary plan descriptions to assist employees during the enrollment experience. Employees may also utilize the custom benefits website for quick web access to educational material for each of the benefit options. |
| 13) | Are there any fees to the district associated with the Online Benefit System? | We are offering our online enrollment platform and payroll integration at no additional charge to Community Unit School District # 300 in exchange for:<br>•Access to offer our portfolio of voluntary benefits to District employees through payroll deduction; and<br>•Access to school sites for group and individual enrollment meetings. |
| 14) | Please provide the details on the Account Management staff, including key personnel whom would have primary responsibility of supporting the District. As well as who will be enrolling the employees. | Your District will be served year-round by a team of our salaried account managers that live and work in Illinois. This team includes Mary Hatfield, Audra Busssard, Whitney Dyson, and Tammy Hinkle.<br><br>We will provide additional account managers as needed during the open enrollment process. |
| 15) | Please describe the training provided to your field staff. | Our account managers are required to attend training year-round to help ensure they are up-to-date on benefits management trends. New account managers are required to attend over 100 hours of training, complete 11 online courses, and must pass multiple exams within the first six months.<br>Annually, all our account managers are trained on:<br>•Industry benefit trends<br>•Compliance requirements<br>•Section 125 Plan regulations<br>•Reimbursement account regulations<br>•Patient Protection and Affordable Care Act (ACA)<br>•Data security<br>•Fraud detection<br>•HIPAA regulations |
| 16) | Describe your Section 125 Administration. | American Fidelity is one of the leading Section 125 Plan providers nationwide with nearly 40 years of experience providing these Plans to school districts like yours. When you choose American Fidelity as your Plan provider, we will help you properly implement and maintain your Section 125 Plan. This includes helping you establish your Plan Document. Our business model is convenient, IRS compliant, and will help to relieve your organization of the administrative burden. **We provide our Section 125 services at no additional cost.** |
| | a. Who is responsible for the employer risk? If the account is negative at the end of the plan year when the account is reconciled (i.e., employee leaves plan with negative unreimbursed medical balance), who is responsible? | Because of the potential loss to the employer, American Fidelity provides insurance to cover the Health FSA risk. The risk policy "insures" the employer's uniform coverage risk for the Health FSA, up to $2,750 per participant for shortages in the account due to termination of employment. American Fidelity will provide this risk protection to the District at no additional cost. |
| | b. Through which methods can employees submit claims for reimbursement? | We offer several convenient ways for employees to submit claims for reimbursement:<br>Benefits Debit Card - Allows employees to pay for eligible medical expenses directly from their accounts. Our system is tied to an inventory information approval system (IIAS) allowing us to verify that a transaction is valid at the point-of-sale for most retail locations without further documentation.<br>Mobile App – Employees can file a claim by snapping a photo of the expense receipt and submit using a smartphone.<br>Online – Employees can file a claim and upload their expense receipts through our Online Service Center.<br>Mail & Fax – Employees can file a claim manually by mail or fax. Printable claim forms are available on our website. |

| | | |
|---|---|---|
| 17) | Describe your online service center for employees and the District | Our Employee Online Service Center allows your employees to easily manage their American Fidelity benefits in one place.<br>Employees can:<br>• File a new claim through an online submission form<br>• Check the status of an existing claims<br>• Check reimbursement account balance and track account activity<br>• Update account information<br>• Download and print insurance policies<br>• Set up account notifications and view statements<br><br>Our Employer Online Service Center is a secure portal that allows you to manage your entire benefits program and reconcile your bill in one place.<br>Employers can:<br>• Review or terminate employees from their plan<br>• Update organization's contact information<br>• Download sick pay reports<br>• Create and manage employer account logins<br>• Access employee election forms<br>• Upload census data<br>• Download reports |
| 18) | Describe your firm's service model including claims' services. | At American Fidelity, we work hard to exceed your expectations by providing excellent customer service and claims processing for your employees and efficient plan administration tools and support for your human resources department. We are available throughout the year to assist you and your employees with any questions or need, both from our headquarters in Oklahoma City, OK and through our local account managers.<br><br>We make claim submission fast and easy for your employees with options to submit online through our Online Service Center or through our mobile app. We pay claims in an average of five business days from the time a claim is received |
| 19) | Describe the process for completing annual employee election form requirements. | During enrollment, all elections are captured electronically and documented on the employee's Section 125 election form, which are printed and provided to the employee. At the end of the enrollment, American Fidelity provides the employer with access to these forms, as well as the opportunity for American Fidelity to automatically upload employee elections to your payroll system. This eliminates the need for your administrative staff to key in all changes manually. |
| 20) | Describe your process for onboarding new employees. | As previously discussed, we can meet in person or virtually with all new hires on set dates twice a month or when district requests. During this time, we can fully complete the onboarding process and collect all necessary forms and items on behalf of your HR department. All benefit elections can be processed through AFenroll®, making enrollment notifications to carriers and billing updates seamless. |
| 21) | What measurements does your company have in place to ensure all employees are educated equally on the Section 125 options available to them? | We focus on providing a one-on-one, in-person enrollment experience for each employee. This approach allows our account managers to help educate and enroll your employees in all their benefit options. We also provide a variety of pre-enrollment marketing materials, including emails, posters, flyers, postcards, and brochures to ensure your employees understand their benefit options and know when it's time to enroll. |
| 22) | How are employee elections provided back to the District? | Your District will be provided with complete enrollment documentation following the enrollment. This information can be provided by paper and/or we can provide an electronic "upload" of election changes directly into your payroll system, eliminating the need for manual data entry. |
| 23) | Describe post-enrollment services. | We will coordinate a meeting with your District to review enrollment successes, participation by benefit and service, and improvement opportunities for the following plan year. In addition, we will meet with the payroll administrator to provide one-on-one training for our online billing and administration system and assist with the first billing. Complete tasks include:<br>•Review Payroll Deduction Report<br>•Upload payroll deductions<br>•Walk through the first bill and ongoing support<br>•Training for American Fidelity's Online Service Center<br>•Review year-round support mode |
| 24) | How would your company work with the district to develop a communication campaign? | Your benefits enrollment period is a unique opportunity to engage your employees about your benefit offerings and ensure they are choosing the benefits that meet their needs. If executed properly, your employees will better appreciate and understand the benefits you offer, leading to higher satisfaction and retention.<br><br>American Fidelity will work with you during the planning meetings to develop and execute a communication strategy that removes much of the administrative burden on your organization while also ensuring your employees are educated on their benefit options. |

| | | |
|---|---|---|
| 25) | Describe the process to educate employees on the employee benefits available at open enrollment. Include a description of your print and digital resources, including benefits website | We will work with your District to develop a communication and education strategy that may include the following options:<br><br>One-on-One Benefit Reviews - Employees can meet individually with one of our experienced account managers to receive customized guided enrollment education; get their questions answered; and help ensure they select the benefit that best meet their needs.<br><br>Group Meetings - We educate your employees on their benefit options in a group setting to prepare them for their annual enrollment.<br><br>Pre-Enrollment Materials - We can provide emails, posters, flyers, postcards, and brochures to ensure your employees understand their benefits and know when it's time to enroll.<br><br>Educational Videos -We have an expansive video library that includes enrollment preparation tips, product information, testimonials, and self-service support options.<br><br>Benefits Website - We can work with you to create a custom benefits website with up-to-date plan information and an enrollment appointment scheduler. |
| 26) | How are employees able to access in-person resources to assist with the enrollment process? | Your employees can sign up to attend one-on-one benefit reviews and group meetings with one of our account managers in-person during the enrollment process. |
| | **Other Services:** | |
| 27) | Describe the benefits compliance resources your company can offer to the district and its employees. | American Fidelity recognizes that staying on top of changes in the law is imperative for a successful benefits program. We have an entire compliance team dedicated to monitoring and educating our customers through lunch-and-learns, VIP email notifications, newsletters, our Benefits Blog, and personal benefit reviews with our account managers. These resources help give employers a head start with trying to understand new rules. We have in-house benefit attorneys and compliance experts who continually monitor both state and federal requirements. We want to be your partner and primary resource for managing the challenges and changes resulting from the ACA. We understand the requirements and how those responsibilities can impact employers and employees. We provide a variety of services to educate employers on the developing law, assist with implementation and ongoing compliance, and communicate plan changes to employees. |
| 28) | Does your company have other services or technology that could be offered? | • We offer our mobile app, AFmobile®, for submitting and managing claims for our voluntary benefits and reimbursement accounts (FSA, HSA, and HRA).<br>• Our online enrollment platform can assist with your entire enrollment.<br>• We offer a GoToMeeting enrollment option that allows your employees to meet face-to-face with one of our account managers from anywhere. |
| 29) | Please describe any additional services or support that would be available to the District. | American Fidelity can provide the following additional services to the District:<br>•Section 125 Compliance<br>•Administration of Flexible Spending Accounts (FSAs) and Health Savings Accounts (HSAs)<br>•Dependent Verification Reviews<br>•Group Dental and Vision Insurance<br>•Retirement Readiness Seminars<br>•ACA Compliance Support |
| 30) | What are the hours of operation for the live customer service office? | Our experienced customer care team and department specialists are available Monday through Friday, 7:00 am-7:00 pm CST. Customers may contact us via email using our contact form at americanfidelity.com or through phone. We also have voicemail capabilities. |
| 31) | Does your customer service staff support other languages? What policies and procedures are in place to accommodate these needs? | American Fidelity employs both English and Spanish speaking customer service representatives to assist with customer questions. |

| | **Technology Questionnaire** | |
|---|---|---|
| 1 | What sets your product apart from the others? | We believe that our focus on the education market and our individualized guided enrollment experience set us apart from the competition.<br><br>According to a survey we conducted of more than 12,000 education employees, more than 90% responded that they favored our one-on-one approach as opposed to only 7% that preferred to self-educate and enroll on their own. |
| 2 | Does you firm accept terms of deferred billing? | There are no costs associated with our enrollment platform. |
| 3 | Does the product support SSO Implementation? | Yes |
| 4 | Is SSO implementation available via SAML? | Yes |
| 5 | Is SSO implementation included in base cost? | There are no costs associated with our enrollment platform. |
| 6 | What type of support is provided and what hours is it available (CST)? | Technical support for our enrollment system is available 24/7. |
| 7 | Is technical support 24/7 available? | Yes |
| 8 | Is technical support 24/7 included in base price? | There are no costs associated with our enrollment platform. |
| 9 | Do you partner with a hosting provider (ex: AWS) and does you have data center redundancy? | Our site is hosted on premise with data center redundancy in two geographically separate locations. |
| 10 | List the products uptime over last 6 months: | 99% +/- |
| 11 | List the products uptime over last 12 months: | 99% +/- |
| 12 | List the products uptime over last 24 months: | 99% +/- |
| 13 | Does the products license include continuous updates to the software? | Contractually, there are two maintenance windows a week for software/hardware updates – Wednesday evening through Thursday morning (8:00 p.m. – 12:00 a.m. CST) and Sunday evening through Monday morning (8:00 p.m. – 12:00 a.m. EST). Notification is sent out if there is emergency maintenance required outside of the maintenance window. |

| | | |
|---|---|---|
| 14 | Does the product integrate with Google? | AFenroll® is web-based and is supported on the most used versions of any web browser, including Google Chrome. |
| 15 | Is there a Chromebook app? | AFenroll® is web-based and can be accessed from a Chromebook. |
| 16 | Does the product run in the Chrome web browser (Chromebooks)? | Yes – AFenroll® can be access from the Chrome web browser. |
| 17 | How is the content delivered on a Chromebook (web/app/other)? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 18 | If the content is delivered through the web, how is it delivered (HTML5/Flash)? | HTML5 |
| 19 | If there is flash-based content, when will it be converted to HTML5? | N/A |
| 20 | Is Chromebook Kiosk mode supported? | Yes |
| 21 | Is an ebook/etext included? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 22 | Is the ebook/etext available offline? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 23 | Is there a client/app needed for teachers? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 24 | Is the product for teachers compatible on Windows devices? | Yes |
| 25 | Is the product supported on Windows 10? | Yes |
| 26 | Is the client/app for teachers deployable to Windows machines via MSI? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 27 | Does the client/app for teachers require custom configurations based on user? | N/A |
| 28 | Is an ebook/etext included? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 29 | Is the ebook/etext available offline? | We have electronic enrollment education materials and account managers available to assist with enrollment. |
| 30 | Is there a client/app needed for teachers? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 31 | Is the product for teachers compatible on Windows devices? | Yes |
| 32 | Is the product supported on Windows 10? | Yes |
| 33 | Is the client/app for teachers deployable to Windows machines via MSI? | AFenroll® can be accessed from the web by visiting www.afenroll.com. |
| 34 | Does the client/app for teachers require custom configurations based on user? | N/A |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May, 28, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Nancy Oesterreich
Director of Federal Grants

**SUBJECT:** **Consolidated District Plan for Federal Grants**

| | **Presented at the following Board Meetings** | |
|---|---|---|
| | **Construction/Facility** | |
| | **Finance** | |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 06/08/2021 |
| X | **BOE 2nd Reading** | 06/22/2021 |

**Background**

The Consolidated District Plan is required under law for an LEA that receives Federal grants, including Title I, Title II, Title III (LIEP), Title IV, and IDEA Flow-Through and PreSchool Dollars. The Consolidated District Plan is to be reviewed annually and then approved by the Local School Board if and when significant changes are made to the plan. The Consolidated District Plan included below was reviewed and revised by district administrators and outlines how federal programs funds will be used at the district level, and reviews the requirements needed for receipt of Federal Program dollars.

**Recommendation**

The administration recommends that the Board approve the Consolidated District Plan for Federal Grants.

# eGrant Management System

## Printed Copy of Application

| | |
|---|---|
| Applicant: | CUSD 300 |
| Application: | Consolidated District Plan - 00 |
| Cycle: | Original Application |
| Sponsor/District: | CUSD 300 |
| Date Generated: | 5/25/2021 5:00:05 PM |
| Generated By: | nancyoesterreich |

**Contact Information** Instructions

**1. Contact Information for Person Completing This Form**

| Last Name* | First Name* | Middle Initial |
|---|---|---|
| Oesterreich | Nancy | |

Phone*: 847 551 8300

Email*: nancy.oesterreich@d300.org

**2. General Education Provisions Act (GEPA) Section 427 ***

Section 427 of GEPA (20 U.S.C. 1228a) affects all applicants submitting proposals under this program. This section requires each applicant to include in its proposal a description of the steps the applicant proposes to take to ensure equitable access to, and participate in, its federally assisted program for students, teachers and other program beneficiaries with special needs.

This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. The applicant should determine whether these or other barriers may prevent students, teachers, etc. from such access to, or participation in, the federally funded project or activity. The description of steps to be taken to overcome these barriers need not be lengthy; the school district may provide a clear and succinct description of how it plans to address those barriers that are applicable to its circumstances. In addition, the information may be provided in a single narration, or, if appropriate, may be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of the civil rights statutes, but rather to ensure that, in designing their programs, applicants for federal funds address equity concerns that may affect the ability of certain beneficiaries to fully participate in the program and to achieve high standards. Consistent with requirements and its approved proposal, an applicant may use the federal funds awarded to it to eliminate barriers it identifies.

**Describe the steps that will be taken to overcome barriers to equitable program participation of students, teachers, and other beneficiaries with special needs.**

([count] of 2500 maximum characters used)

CUSD 300 will ensure to the extent possible equitable access to, participation in, and appropriate educational opportunities for individuals served. Federally funded activities, programs and services will be accessible to all teachers, students, and other program beneficiaries with special needs allowing them to participate fully in projects. The District does not discriminate on the basis of age, color, religion, creed, disability, marital or veteran status, national origin, race or gender. The intent of the use of these funds is to eliminate access barriers to learning due to EL status.

**3. General Completion Instructions**

Work through the tabs from left to right. Save each page before moving to the next tab.

Required fields on each page are dependent upon funding sources selected on the Coordinated Funding tab.

Many pages have notes at the bottom indicating for which programs the page is required.

To determine if a page is required for the funding sources selected earlier in the application, save the page before completing and look for error messages. If none, the page is not required for the program(s) selected.

***How to Complete Pages with Pre-populated Fields***

Several pages have two boxes below the narrative questions - one has the response from the prior year plan and the other allows responses for the updated plan. Copy the response from the redisplay and paste it into the updated plan box, revising the description as necessary. Be sure to save the page once this has been completed for all questions on the page.

Some pages display sections based on which grants were selected on the Funding page as anticipated as funded. To change the sections that display, return to the Funding page and select or de-select grants for which funding is anticipated.

*Required field, applicable for all funding sources

**Amendments**

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**Indicate whether this is the first submission for the fiscal year or an amendment to the APPROVED initial plan for the fiscal year.***

*NOTE: This page must be completed each time a new plan version within the fiscal year is submitted to ISBE.*

- (•) Initial submission for the fiscal year
- ( ) Amendment to approved plan for the fiscal year

**Plan Changes**

Provide a brief description of the changes which have been made to the APPROVED initial application for the fiscal year or a subsequent APPROVED amendment with this amendment. Include the name of any page that was changed.
([count] of 5000 maximum characters used)

Private school consultation information has been updated.Needs assessment information has been updated.Professional Development information has been updated.

*Required field, applicable for all funding sources

**Coordinated and Aligned Funding** Instructions

**1. Consolidated planning includes how anticipated programs will be funded. Indicate below for which programs the LEA anticipates receiving funding for school year 2021-2022.* [1]**

***NOTE: All funding sources should be reviewed after October 1 and the plan should be amended and resubmitted to ISBE if funding sources have been added or removed due to actual grant awards.***

- [x] Title I, Part A - Improving Basic Programs
- [ ] Title I, Part A - School Improvement Part 1003(a)
- [ ] Title I, Part D - Delinquent
- [ ] Title I, Part D - Neglected
- [ ] Title I, Part D - State Neglected/Delinquent
- [x] Title II, Part A - Preparing, Training, and Recruiting High-Quality Teachers, Principals, and Other School Leaders
- [x] Title III - Language Instruction Educational Program (LIEP)
- [ ] Title III - Immigrant Student Education Program (ISEP)
- [x] Title IV, Part A - Student Support and Academic Enrichment
- [ ] Title V, Part B - Rural and Low Income Schools
- [x] IDEA, Part B - Flow-Through
- [x] IDEA, Part B - Preschool

**2. Describe how the LEA will align federal resources, including but not limited to the programs listed above, with state and local resources to carry out activities supported in whole or in part with funding from the programs selected.* [2]** For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs. *DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*
([count] of 7500 maximum characters used)

In collaboration with all departments (Grants, Special Education, Assessment and Professional Development) through the Chief Academic and Chief Operations Officers, the departments meet on a weekly basis and collaborate at least monthly to build in activities that align funding with our District Strategic Plan. The Strategic Plan is developed in collaboration with all administrative stakeholders, the school board, and community members. The Strategic Plan is aligned with current data, continuous improvement strategies, and best practices for students and staff.

Response from the approved prior year Consolidated District Plan.

In collaboration with all department (Grants, Special Education, Assessment and Professional Development) through the Chief Academic and Chief Operation Officers the department collaborate on a weekly basis to build in activities that align with funding with our District Strategic Plan. The Strategic Plan is developed in collaboration with multiple areas that are based on data for continuous improvement.

**Legislative References:**

[1] Title I, Part A, Reference Section 1112(a) (1)

[2] Title I, Part A, Reference Section 1112(a) (1)

*Required field, applicable for all funding sources

**Needs Assessment Impact** Instructions

**1. Indicate which of the instruments below were used in the LEA needs assessment process.***

- A. ☑ School and/or district report card(s)
- B. ☑ Five Essentials Survey
- C. ☑ Student achievement data (disaggregated by student groups)
- D. ☑ Current recruitment and retention efforts and effectiveness data
- E. ☑ Professional development plan(s)
- F. ☑ School improvement plan(s)
- G. ☑ ESSA site based expenditure data
- H. ☐ ED School Climate Survey (EDSCLS)
- I. ☐ CDC School Health Index
- J. ☐ National School Climate Center
- K. ☐ ASCD School Improvement Tool
- L. ☐ Illinois Quality Framework and Supporting Rubric
- M. ☐ Other

List and describe other instruments and/or processes that were used in the needs assessment.
Strategic Planning

**2. For each program for which funding is anticipated, provide a summary of the needs assessment results. Include the program goal(s) identified through the needs assessment process, as applicable. * Writing space appears if a program was selected on the Coordinated Funding page; to make changes in program funding, return to that page, revise, save the page and return to this page.**

i. Identify areas of need related to student achievement, subgroup performance, and resource inequities.

ii. Include any additional information relevant to this planning document. Provide targeted responses where noted.

iii. Describe how the needs assessment information will be used for identifying program goals and planning grant activities for each program as applicable.

**A. Title I, Part A - Improving Basic Programs**

Based on student achievement data and report card data, schoolwide programs are required to provide services, increase achievement and close achievement gaps for low income, minority students and English learners. Achievement gaps persist for low income students at 27%, Black students at 30%, and Hispanic students at 26%. Programs will be designed to address the needs of these groups of students, including but not limited to instructional coaches, interventionists, family school liaisons, afterschool programs, summer school, and professional development. Supplemental materials and supplies will also benefit our students.

**B. Title I, Part A - School Improvement Part 1003(a)**

**C. Title I, Part D - Delinquent**

**D. Title I, Part D - Neglected**

**E. Title I, Part D - State Neglected/Delinquent**

**F. Title II, Part A - Preparing, Training, and Recruiting**

***Also identify needs assessment results, including description of strategies for closing any achievement gaps and for key professional development opportunities for teachers and principals.***

Professional development is linked to student performance data, staff surveys, professional development surveys, the district strategic plan activities and indicators, professional learning communities, the professional development plan and DRIVE 300, our district guiding instructional and curriculum document. The district provides comprehensive professional development options to all teachers and instructional administrators. Teachers have access to full-district early release and teacher institute professional development activities that are systematically developed around key district targets. Teachers and administrators also have opportunities to learn through professional learning communities, workshops, D300U courses, pipelines for teacher leadership, teacher teams, and other differentiated and personalized learning opportunities. Professional development is delivered in a variety of formats including face to face, blended, and online. D300 supports membership in professional organizations; attendance at workshops and conferences; internal professional development activities and opportunities for teacher and administrator leadership. The areas of focus for 2021-2022 are Professional Learning Communities, equity, assessment development, best practice learning strategies for all (centered on English learners and special education students); and coaching for all. All professional development will be centered and linked to these five concepts so that there is coherence for teachers, instructional coaches and administrators.

**G. Title III - LIEP**

Based on student achievement data the district has continued to expand its dual language offerings across the district to serve more students. As part of the expansion, the district has established two dual language centers. We have explored and implemented a five day a week targeted language support for all non dual language students needing language supports. AVID Excel has expanded at Carpentersville Middle School across sixth through eighth grade to help students academically and to increase their language acquisition. Supplemental materials are used across all grade levels to give ELs equitable access to the curriculum in their native language. Due to the pandemic, the district has dedicated time to investigating and trying various technology features to increase our support for our families and students who are in a remote learning environment. This exploration of resources has allowed us to open the line of communication with our families and be able to support them with native language support.Feedback on professional development forms as well as classroom observations provide the data needed to provide professional development to move our students forward academically. Instructional coach support feedback has helped with identifying areas of need for teachers as well. Our district is continuing to take a collaborative approach to ensure language is supported throughout all content areas.

**H. Title III - ISEP**

**I. Title IV, Part A - Student Support and Academic Enrichment**

***Also provide information for Title IV-A programs and activities planned as a result of needs assessment that align with the Title IV-A budget.***

The needs for mental health support is evident in the Kane County Health Surveys as well as school district data based on social work minutes, parent requests for support for their child in the area of social emotional, level of care referrals for students. Schools will be provided funding for assemblies, parent events, speakers to support increasing awareness of mental health and strategies for coping. To support schools abilities to expose students to different college/trade school/universities money will be allocated for visits to these schools during the school day to allow students exploration of possibilities they may not be aware of as well as to provide opportunities to students who may not have parents' capable of exploring these opportunities. To support teachers with professional development and refining of their curriculum money will be used to support this curricular area. Extended day/year programs for students who need more support in our non-Title buildings is needed. These buildings have students who struggle academically but do not have the funds for programming beyond the school day. Programs supporting math and or literacy will be offered to students who are below grade level expectations in one or both of these areas. Summer School offerings will be provided to all students. Due to COVID 19 and the racial inequities, the need for SEL supports and summer school remain consistent.

**J. Title V, Part B - Rural and Low Income Schools**

**K. IDEA, Part B - Flow-Through [1]**

The needs assessment were use in the LEA needs process. CUSD 300 continues to focus on early intervening successes academically and behaviorally with the need to all students K-12. Based on the needs assessment complete in May 2021, indicates the need for: supporting students in a post pandemic world, supporting students with anxiety, depression, DMDD and ADHD, Love and Logic in the classroom, trauma informed practices, CPI, FA/BIP training and Love and Logic for special education students. Buildings continue to request support including coaching, staff development and materials to support special education students in the general education setting. Professional development for IEP teams for staff to demonstrate appropriate conversation and decisions being made at the IEP team meeting and development. This year same as last year, IEP compliance will continue to be incorporated through online training based development with Schoology as well as face-to-face after school opportunities. Staff will receive additional support of reading to align with the ELA common core curriculum and curriculum adoption; especially in math, and staff training as an identified need. Staff will participate in math instruction with continue focus on appropriate use of manipulative and ELA with the focus on closing the reading gap. Staff feedback continues to indicate that teachers are still eager for professional development and materials on best practices, differentiation, assistive technology and ways of engaging students in classroom activities. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

**L. IDEA, Part B - Preschool**

Pre-KThe needs assessment were used in the IEP needs assessment process. The most recent needs assessment via a program review, recommend to increases support for early childhood in the areas of professional development for compliance curriculum training. Other needs that came up with the professional development with supporting students in post pandemic world, CPI, love and logic, and trauma informed practices. The review also recommended continued growth of the special education preschool instruction and environmental options with no-disables peers resulting in continues support for pre-k. This was also discussed again at early childhood collaborative council committee. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

**Legislative Requirement:**

[1] IDEA - 23 IAC Section 1.420(q)

*Required field, applicable for all funding sources selected

**Stakeholder Involvement** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.***

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [x] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

---

**1. Select the types of personnel/groups that were included in the planning process (required stakeholders for various programs as footnoted below).***
**Check all that apply.**

A. [x] Teachers (1,7,8)
B. [x] Principals (1,7,8)
C. [x] Other school leaders (1,8)
D. [ ] Paraprofessionals (1)
E. [ ] Specialized instructional support personnel (1,2,3,4,8)
F. [ ] Charter school leaders (in a local educational agency that has charter schools) (1)
G. [x] Parents and family members of children in attendance centers covered by included programs (1,2,3,4,7,8)
H. [x] Parent liaisons
I. [x] Title I director (1)
J. [x] Title II director (1)
K. [x] Bilingual director (1,7)
L. [x] Title IV director (1)
M. [x] Special Education director
N. [ ] Guidance staff
O. [x] Local government representatives (8)
P. [x] Community members and community based organizations (7,8)
Q. [ ] Business representatives (2,3,4)
R. [ ] Researchers (7)
S. [ ] Institutions of Higher Education (7)
T. [ ] Other - specify
U. [ ] Additional Other - specify

*Program Footnotes:*

1 = Title I, Part A - Improving Basic Programs
2 = Title I, Part D - Neglected
3 = Title I, Part D - Delinquent
4 = Title I, Part D - State Neglected/Delinquent

7 = Title III, including LIEP and ISEP

8 = Title IV, Part A - Student Support and Academic Enrichment

**2. Articulate how the LEA consulted with the stakeholders identified above in the development of this plan.** Describe how stakeholders' input impacted the final plan submission, as well as references to particular meetings. Note that documentation of stakeholder engagement may be requested during monitoring; keep documentation on file. [1]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

([count] of 7500 maximum characters used)

Needs assessments from the community were used to develop the plan (Head Start, Kane County Health Department) as well as district needs assessments completed by teachers, administrators, para professionals, Family School Liaisons and parents. Non-public schools are met with throughout the year as well as via email as needed. Community Engagement meetings are held monthly (third Wednesday)addressing the needs in the community. Agencies such as Girl Scouts, Rosecrance (mental health, substance abuse, Aunt Martha's Health and Wellness, Fox River Valley Libraries, Carpentersville Police Dept. address the needs of the community and are working on a process to decrease a person in need having to run agency to agency to get assistance. The needs of the schools are gathered during data meetings held two times each year. Principals present their student data including academic, attendance and behavioral. During the school leaders identify their greatest needs preventing students from being successful in school. This becomes a collaborative effort with district leaders. Parents and students participate through needs assessments as well as participation on Superintendent's Executive Cabinet - Monthly throughout the year - discussion and input used in the writing the planSuperintendents Cabinet - Monthly throughout the yearNeeds Assessment on Family Engagement - Fall 2019 - results used in writing the planBilingual Parent Advisory Committee - regularly throughout the school year. Directors of Social Studies, Science, Math, Literacy, Music, Art, PE consultation throughout the yearCoordinator of CTE - consultation throughout the yearDatacom - all principals present data and needs - results used in the writing of the planAugust 2020 - May 2021 Monthly meetings with Chief Academic Officer, Asst. Supt. for Curriculum and Instruction, Asst. Supt. for Title I Schoolsquarterly - Title I PrincipalsMonthly Boys and Girls Club

Response from the prior year Consolidated District Plan.

Needs assessments from the community were used to develop the plan (Head Start, Kane County Health Department) as well as district needs assessments completed by teachers, administrators, para professionals, Family School Liaisons and parents. Non-public schools are met with throughout the year as well as via email as needed. Community Engagement meetings are held monthly (third Wednesday)addressing the needs in the community. Agencies such as Girl Scouts, Rosecrance (mental health, substance abuse, Aunt Martha's Health and Wellness, Fox River Valley Libraries, Carpentersville Police Dept. address the needs of the community and are working on a process to decrease a person in need having to run agency to agency to get assistance. The needs of the schools are gathered during data meetings held two times each year. Principals present their student data including academic, attendance and behavioral. During the school leaders identify their greatest needs preventing students from being successful in school. This becomes a collaborative effort with district leaders. Parents and students participate through needs assessments as well as participation on Superintendent's Executive Cabinet - Monthly throughout the year - discussion and input used in the writing in the planTeacher Survey Title I Buildings - 5/8/17 - 5/25/17, March 2019 - results used in the writing of the planPrincipal Survey Title I Buildings - 5/8/17 - 5/25/17, March 2019 - results used in the writing of the planPara-educator Survey Title I Buildings - 5/8/17 - 5/25/17 - results used in writing of the planFamily Liaison Needs Assessment on Family Engagement - March 2019 - results used in writing in the plan**Bilingual Parent Advisory Committee - regularly throughout the school year. Directors of Social Studies, Science, Math, Literacy, Music, Art, PE May 24, 2019 results used in writing in the planCoordinator of CTE - May 21, 2019 - results used in writing in the planDatacom February 7 and 8, 2019 - all principals present data and needs - results used in the writing of the planMay 25, 2019 - Directors of Curriculum (ELA, Math, Social Studies, Science, Music, Art, Physical Education, Health)August 2018 - May 2019 Monthly meetings with Chief Academic Officer, Asst. Supt. for Curriculum and Instruction, Asst. Supt. for Title I SchoolsAugust 2018 - June 2019 Weekly meetings with Directors, Asst. Supt. and Chief Academic OfficerFebruary 26, 2019 - Title I PrincipalsMarch 14, 2019 Boys and Girls ClubMay 8, 2019 Community Engagement CommitteeMay 24, 2019 Carpentersville Early Childhood Collaboration

**3. Describe the approaches the district will use to include parents and family members in the development of LEA plans, so that the plans and related activities represent the needs of varied populations.** [2]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

([count] of 7500 maximum characters used)

Special Education engages parent feedback in the way during the IEP process, we partner with the Special Education Parent Network to host training and survey parents. In addition, the Parent Liaison has a D300 social media site to be able to gather parents input as well. Title I Parents completed a needs assessment focused on Parent Engagement May 2021. Each school has a School Improvement Plan written with a team with parent participation. The School Improvement Plans are used in writing the various grants to meet the needs of each school. **The Bilingual Parent Advisory committee also plans educational and social activities for inclusion of Bilingual parents in the culture and climate of the schools, as well as planning for the education of students. Title I buildings have engaged parents in parent involvement surveys and have completed parent engagement assessments. Title I parents are invited to participate annually in the Title I parent planning meetings.

Response from the prior year Consolidated District Plan.

Special Education engages parent feedback in the way during the IEP process, we partner with the Special Education Parent Network to host training and survey parents. In addition, the Parent Liaison has a D300 social media site to be able to gather parents input as well. Title I Parents completed a needs assessment focused on Parent Engagement March 2019. Each school has a School Improvement Plan written with a team with parent participation. The School Improvement Plans are used in writing the various grants to meet the needs of each school. **The Bilingual Parent Advisory committee also plans educational and social activities for inclusion of Bilingual parents in the culture and climate of the schools, as well as planning for the education of students. Title I buildings have engaged parents in parent involvement surveys and have completed parent engagement assessments. Title I parents are invited to participate annually in the Title I parent planning meetings.

**4. Describe the activities/strategies the LEA will implement for effective parent and family engagement. This includes a description of any activities/strategies that will be implemented for effective English learner and immigrant parent family engagement, as applicable. ** [3]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

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([count] of 7500 maximum characters used)

Special education partners with the Special Education Parent Network. through this network, parents have access to a parent liaison that will work with them to understand the IEP process and procedures. The Parent Network Liaison and CUSD 300 partner together to host multiple D300 Parent Universities through out the year. Topics include: Understanding the IEP Process, Transition Planning, Guardianship and wills, substance abuse prevention, mental health topics, Suicide Prevention, Anxiety and Depression, Bully Prevention, Social media safety, disaster training, overview of curriculum and student discipline. At all trainings, parent complete a survey with the Parent liaison. **BPAC plans for social and academic enrichment activities, including celebrations, field trips and events to participate in registration and documents.

Response from the prior year Consolidated District Plan.

Special education partners with the Special Education Parent Network. through this network, parents have access to a parent liaison that will work with them to understand the IEP process and procedures. The Parent Network Liaison and CUSD 300 partner together to host multiple D300 Parent Universities through out the year. Topics include: Understanding the IEP Process, Transition Planning, Guardianship and wills, substance abuse prevention, mental health topics such as ADHD, Suicide Prevention, Anxiety and Depression, Bully Prevention, Social media safety, disaster training, overview of curriculum and student discipline. At all trainings, parent complete a survey with the Parent liaison. **BPAC plans for social and academic enrichment activities, including celebrations, field trips and events to participate in registration and documents.

**Title I Requirement:**

An LEA must develop the Title I Plan with timely and meaningful consultation with the stakeholders identified below.

ESEA section 1112(a)(1)(A)

**Title III Requirement:**

An LEA must develop and implement the plan in consultation with teachers, researchers, school administrators, parent and family members, community members, public or private entities, and institutions of higher education. (Section 3121(b)(4)(C))

**Legislative References:**

[1] Title I, Part A, Section 1112(a) (1) (A and B) and Section 3121 (b) (4)(C)

[2] Title I, Part A, Section 1116(a)(2)

[3] Title I, Part A, Section Section 1116(a)(2) and Section 1112(b)(7)

*Required field

** Required if funding selected for Title I, Part A; Title I, Part D; Title II, Part A; Title III; and/or Title IV, Part A

**Private School Participation** File Upload instructions are linked below. Click here for general page instructions

NOTE: This page may remain blank if no private schools are listed or participating in the programs
NOTE: This page is not applicable to state schools or state-authorized charter schools.

Using the latest available verified data, private schools within the districts boundaries that are registered with ISBE are pre-populated in the table below. Timely and meaningful consultation with these schools is required by legislation for ESEA Titles I, II, and IV, as well as both IDEA grants. Any additional newer schools can be added by selecting Create Additional Entries. See separate sections below for more detailed information on completing the table.

Will Private Schools participate in the Program?
(•) Yes ( ) No

| Private School Name | Consultation Date Titles I, II, IV | School Closing |
|---|---|---|
| St Anne School Barrington | 5/14/2021 | ☐ |
| St Margaret Mary | 4/12/2021 | ☐ |
| St Charles Borromeo | 4/27/2021 | ☐ |
| St Catherine of Siena | 4/12/2021 | ☐ |
| Immanuel Lutheran School | 4/12/2021 | ☐ |
| Valeo Academy | 4/20/2021 | ☐ |

**Title Programming Nonpublic Consultation**

In addition to private schools within the district boundaries, ESEA also requires timely and meaningful consultation with private schools outside the boundaries of the district if students are known to attend them. Those schools can be added by selecting Create Additional Entries. For each school listed, provide the date of consultation for Titles I, II, IV. If a school has closed, select that option under School Closing. Each school listed in the table requires at least one consultation date or a check in the School Closing column.

For each nonpublic school enrolling public school students from within the district, submit a signed copy of the Nonpublic School Consultation Participation Form (blank form linked below). Forms may be uploaded separately or may be combined into a single scanned PDF document as one upload.

For detailed instructions on how to upload and for naming conventions for uploaded files, **click on the link to Title Funding Upload NOTE: READ BEFORE IMPORTING link** below.

Title Funding Upload - NOTE: READ BEFORE IMPORTING - Data Import Instructions Nonpublic School Consultation Form
Choose File No file chosen

**Preschool Coordination** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.**

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [x] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

**Describe how the district will support, coordinate, and integrate services provided under this part with early childhood education programs at the district or individual school level, including plans for the transition of participants in such programs to local elementary school programs.* [1]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

If the district does not offer early childhood education programs, enter
**No Preschool Programs**

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([count] of 7500 maximum characters used)

Early childhood programs are funded through IDEA Pre-K grant, as well as through Federal and State preschool grants. Through the grant, IEP meetings and transition meetings are provided for students going to kindergarten. Using IDEA funds allow for students to have IEP needs met in the areas of academic, social emotional and developmental areas.Early childhood programs are funded through Preschool For All Grant and the Expansion grant. Through those grants transition meetings are provided for students going to kindergarten. Though we hold a large preschool program, less than 50% of our kindergartners in our Title I buildings attend preschool. Additionally, Title I funds may be used as needed to support preschool programs. District 300, Two Rivers Head Start and Jerri Hoffman Center (Children's Home and Aid Society) have formed a collaboration to recruit prenatal - students age 5 for early childhood programs. Joint recruiting events are held. Families are referred to the agency that best fits the families needs negating competition. All agencies feel that this is not only good for the agencies but better serves the families.

Response from the approved prior year Consolidated District Plan.

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**Title I Requirement**

Coordination of services with preschool education programs

**Legislative References:**

[1] Title I, Part A, Section 1112(b)(8)

*Required field for Title I and/or IDEA Preschool

**Student Achievement and Timely Graduation** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.***

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [x] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

- [x] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

Strategic Planning

**1. Describe the well-rounded instructional program to meet the academic and language needs of all students and how the district will develop and implement the program(s).* [1]**

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Drive 300 encompasses the guiding principles that serve as our commitment to provide our studentswith purposeful and engaging learning experiences that ensure student success. In District 300, we work in partnership with the student to define his or her success, while maintaining high expectations. As such, our curriculum focuses on teaching 21st century skills and providing innovative learning experiences for all students.Drive 300's guiding principles focus on rigorous and relevant curriculum for all grade levels and all ranges of student ability that is aligned with state and national standards and prepares students for success in our global society. Our curriculum is research-based and vertically aligned from pre-kindergarten through 12th grade and reviewed through a continuous improvement model.Quality instruction promotes active learning for all students and is supported by our teachers, data, and assessments. Through differentiated instruction, we incorporate higher order thinking skills while meeting the diverse needs and abilities of each individual learner. All students are on a journey. When students arrive to us in District 300, this is the beginning of their journey, or Point A. Each District 300 student is striving to reach his or her destination, Point B, which is to become college or career ready upon graduationDistrict 300's Curriculum and Instruction Structures are designed to guarantee students have the knowledge and skills required for success in the 21st century. It also ensures that all teachers maintain this focus throughout their instructional practices. The development and implementation of this framework results in:Intentional alignment to standardsClear learning outcomes with assessmentsEngaging learning experiencesHigh-impact instructional strategiesSequenced units of study that serve as a detailed road mapFocus on the development of the whole child21st century student outcomes are the skills, knowledge, and expertise students should master to succeed in work and life in the 21st century. These outcomes are broken down into four major components:D300 recognizes that today's students need to develop thinking skills, content knowledge, and social and emotional competencies, to navigate complex life and work environments. To be effective in the 21st century, citizens and workers must be able to create, evaluate, and effectively utilize information, media, and technology. Learning and innovation skills are being recognized as the skills, that separate students who are prepared for increasingly complex life and work environments in the 21st century and those who, are not. Embedding creativity, critical thinking, communication, and collaboration through design of rich lessons and units of study is essential to prepare students for the future. Through design of curriculum, implementation of high impact teaching strategies, and incorporation of all components of Drive 300, we will continue to support students in achieving these outcomes.21st century student outcomes are the skills, knowledge, and expertise students should master to succeed in work and life in the 21st century. These outcomes are broken down into four major components:Content Knowledge and 21st Century ThemesLearning and Innovation SkillsInformation, Media, and Technology SkillsLife and Career SkillsIn order to ensure the success of the District 300 Strategic Plan, we have adopted the Rigorous Curriculum Design Model to provide our students with the learning experiences necessary to be college and career ready upon graduation. This model is the overarching process that incorporates all aspects of the district's curriculum and instructional components. It provides an inclusive set of strategies fully aligned to standards with clear learning outcomes, assessments for learning, engaging learning experiences, and instructional strategies all organized into sequenced units of study.Implementation of a Rigorous Curriculum Design Model ensures all students can reach proficiency of grade level standards and content. The process for implementation of the model follows a structured sequence:Unpacking learning standardsPrioritizing learning standardsDeveloping pre-assessments, post-assessments, and interim assessments for learningAlignment of pacing of instructionIdentification of high impact instructional strategies with the intent of rigorous student outcomes The Rigor and Relevance Framework ensures student learning progresses from basic recall of information to application of knowledge and skills. Students demonstrate knowledge as they transition across four quadrants, called: acquisition, application, assimilation, and adaptation.High Impact Instructional Strategies are evidenced based teaching strategies that:Are supported by researchHave a substantially higher effect on student results than other teaching strategiesAre able to be used across a wide range of content areasThe cornerstone of learning within District 300's curriculum is High Impact Instructional Strategies.These research-based strategies are embedded in District 300 classrooms to engage students, ensure student mastery of content, and to empower students to make connections to their lives. Drive 300 strategies encourage higher level thinking and are differentiated to guarantee all students are empowered to reach proficiency.

Response from the prior year Consolidated District Plan.

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2. **List and describe the measures the district takes to use and create the identification criteria for students at risk of failure.*Include criteria for low-income, EL, special education, neglected, and delinquent as applicable to the district. [2]**

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([count] of 7500 maximum characters used)

In Kindergarten, interventionists should push into classrooms for small group instruction to help support letter names, letter sounds and foundational skill gaps for students. In grades 1 5, interventionists can either push-in to classrooms for small group instruction or pull students together of like level, based upon identified needs and skill deficits. Interventionists may also need to run more than one group per grade level. Students receiving Tier 3 intervention need to receive the full core instruction from the general education teacher in the classroom and a Tier 2 intervention, n addition t the Tier 3 intervention. Students in grades 6-12 will receive full core instruction in their English course. Those who require Tier 3 support will receive scaffolded support in both Tiers 2 and 3. This intervention will be provided as a course embedded as a class period into their daily schedule. In order to determine which students need interventions, review iReady, summative assessments, running records and informative assessments to make that decision. Depending on the intervention materials selected, utilize the diagnostic and placement assessment provided within the materials in order to determine where to begin.1.Administer the iReady Diagnostic2.Determine student's Reading Scale score and corresponding D300 tier (Using iReady Scale to D300 Tier Correlation)3.If Scaled Score for the grade level is within the red range, interventions daily by reading specialist or interventionist 5 days per week, 30 minutes per session in small group (6 or less).4.If Scales Score is within the yellow range the interventionist will be 3 5 days per week, 30 minutes per session in a small group (6 or less).5.If Scaled Score is within the orange range, the intervention will be classroom based and will occur 3 days per week, 20 minutes per session in groups of 5 - 6 students6. Review progress over time and make adjustments as necessary following D300 Tiered Instructional Guidelines

Response from the prior year Consolidated District Plan.

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3. **Describe the additional education assistance to be provided to individual students needing additional help meeting the challenging State academic and language standards. This includes a description of any additional educational assistance designed to assist English learners and immigrant students to access academic content and develop language proficiency, as applicable.* [3]**

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A Multi-Tiered System of Supports (MTSS) is a systemic, continuous-improvement model in which databased decision-making is practiced across all levels of the educational system for supporting students. MTSS utilizes high quality evidence-based instruction, intervention, and assessment practices to ensure that every student receives the appropriate level of support to master grade level expectations. A MultiTiered System of Supports aligns academic and social emotional instruction implemented with fidelity and sustained over time, in order to enable every child to be college or career ready. This three-tiered model of support covers both the academic and social emotional learning associated with student success. Tier 1 Instruction: Focuses on all students receiving rigorous standards based curriculum. Ensures core curriculum is aligned with 21st century learning skills. Connects to district curriculum that is evidence-based, aligned to New Illinois Standards Incorporates differentiation and flexible grouping. Effective instruction includes: Evidence-based core instructional programs aligned to standards Flexible grouping and differentiation Formative and summative assessments 21st century learning skills Enrichment and extension Strategies to motivate and engage learners Tier 2 Instruction Tier two instruction is conducted within the classroom setting during the core instructional time or during Tier 2 time such as What I Need (WIN) time. Tier 2 is targeted instruction is matched to a specific need of the students. Tier 2 targeted instruction can be delivered in 10-15 minutes in small group. Tier 2 is not a program, but rather targeted instruction based on formative data. Understanding i-Ready Scaled Scores Scale scores allow us to put everything on a single continuum so that we can compare across grade levels. Scale scores are a metric indicating that a student has mastered skills up to a certain point, and still needs to work on skills that come after that point. The scale score is a common language across grades and schools. When looking at these scores, it's important to note that the first number in a scale score does not equate to a grade level. For example, a scale score in the 500s does not mean that a student's grade level placement is fifth grade. Understanding i-Ready Placement Levels The placement level is the practical day-to-day language that helps teachers determine what level of skills to focus on with a particular student. Placement levels can be simply Level 4, or can be ranked as early, mid, or late Level 4. Placement levels indicate where students should be receiving instruction, either online or in the classroom (e.g., students that fall within a particular scale score range need to work on early fourth grade skills). How to read and i-Ready Placement test Determine the student's grade. Look at that column to see the range of scores that the student should have in order to be considered on-level for their grade. Tier 3 Instruction: Literacy and Math Tier 3 instruction can occur during WIN time outside of the literacy and math block. Students receiving tier 3 instruction, also need to receive tier 2 instruction in the classroom with the classroom teacher. Tier 3 is delivered by an interventionist, reading specialist, or special education teacher.Title III funds are used to support our students identified as needing language services in our non-title schools through para-educator support. Para-educators work with individual and small group of students based on their academic needs. Para-educators help within the general education classroom for push-in support as well as provide additional language supports outside of the classroom setting during the school designated differentiation time. Para-educators work directly with the ESL teacher from their respective building to ensure all student's academic needs are met. The instructional EL coaches will be attending the National WIDA conference. Coaches will be able to receive professional development on the WIDA standards and language acquisition. Coaches will provide professional development from key aspects of the conference to all ESL and Dual Language teachers during their PLC times during the 2019-2020 SY. Coaches will also continue to work with teachers to strengthen their instructional practices to ensure language development is being addressed at all grade levels. Lastly, funds are also used for our non-public school to provide support to their EL student. Non-public school works collaboratively with the district to provide research based resources to their student.

Response from the prior year Consolidated District Plan.

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4. **Describe the instructional and additional strategies intended to strengthen academic and language programs and improve school conditions for student learning and how these are implemented. This includes a description of any additional supplemental instructional activities and strategies designed to strengthen academic and language programs for English learners and immigrant students, as applicable.* [4]**

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A Multi-Tiered System of Supports (MTSS) is a systemic, continuous-improvement model in which databased decision-making is practiced across all levels of the educational system for supporting students. MTSS utilizes high quality evidence-based instruction, intervention, and assessment practices to ensure that every student receives the appropriate level of support to master grade level expectations. A MultiTiered System of Supports aligns academic and social emotional instruction implemented with fidelity and sustained over time, in order to enable every child to be college or career ready. This three-tiered model of support covers both the academic and social emotional learning associated with student success. Tier 1 Instruction: Focuses on all students receiving rigorous standards based curriculum. Ensures core curriculum is aligned with 21st century learning skills. Connects to district curriculum that is evidence-based, aligned to New Illinois Standards Incorporates differentiation and flexible grouping. Effective instruction includes: Evidence-based core instructional programs aligned to standards Flexible grouping and differentiation Formative and summative assessments 21st century learning skills Enrichment and extension Strategies to motivate and engage learners Tier 2 Instruction Tier two instruction is conducted within the classroom setting during the core instructional time or during Tier 2 time such as What I Need (WIN) time. Tier 2 is targeted instruction is matched to a specific need of the students. Tier 2 targeted instruction can be delivered in 10-15 minutes in small group. Tier 2 is not a program, but rather targeted instruction based on formative data. Understanding i-Ready Scaled Scores Scale scores allow us to put everything on a single continuum so that we can compare across grade levels. Scale scores are a metric indicating that a student has mastered skills up to a certain point, and still needs to work on skills that come after that point. The scale score is a common language across grades and schools. When looking at these scores, it's important to note that the first number in a scale score does not equate to a grade level. For example, a scale score in the 500s does not mean that a student's grade level placement is fifth grade. Understanding i-Ready Placement Levels The placement level is the practical day-to-day language that helps teachers determine what level of skills to focus on with a particular student. Placement levels can be simply Level 4, or can be ranked as early, mid, or late Level 4. Placement levels indicate where students should be receiving instruction, either online or in the classroom (e.g., students that fall within a particular scale score range need to work on early fourth grade skills). How to read and i-Ready Placement test Determine the student's grade. Look at that column to see the range of scores that the student should have in order to be considered on-level for their grade. Tier 3 Instruction: Literacy and Math Tier 3 instruction can occur during WIN time outside of the literacy and math block. Students receiving tier 3 instruction, also need to receive tier 2 instruction in the classroom with the classroom teacher. Tier 3 is delivered by an interventionist, reading specialist, or special education teacher.Title III funds are used to support our students identified as needing language services in our non-title schools through para-educator support. Para-educators work with individual and small group of students based on their academic needs. Para-educators help within the general education classroom for push-in support as well as provide additional language supports outside of the classroom setting during the school designated differentiation time. Para-educators work directly with the ESL teacher from their respective building to ensure all student's academic needs are met. The instructional EL coaches will be attending the National WIDA conference. Coaches will be able to receive professional development on the WIDA standards and language acquisition. Coaches will provide professional development from key aspects of the conference to all ESL and Dual Language teachers during their PLC times during the 2019-2020 SY. Coaches will also continue to work with teachers to strengthen their instructional practices to ensure language development is being addressed at all grade levels. Lastly, funds are also used for our non-public school to provide support to their EL student. Non-public school works collaboratively with the district to provide research based resources to their student.

Response from the prior year Consolidated District Plan.

D300 Instructional CoachingThe D300 Coaching Model is grounded in research based models (i.e. Instructional and Student Centered) and gradual release. The coach collaborates with the teacher to develop lessons, models effective instructional delivery of the lessons, and co-teaches with the teacher, leading the independent teaching with observation and debriefing. Why Instructional Coaching?Instructional coaches partner with teachers to provide an outside perspective to help them grow and improve teaching and learning so students are more successful. (Knight, 2016) Instructional coaching expert Jim Knight often says, "Most people don't know what it looks like when they do what they do." (DeWitt, 2014)There are multiple reasons why instructional coaches benefit teachers and ultimately students. Instructional coaches focus on best practices. Instructional coaches can help teachers focus on their individual needs in the classroom, find resources to help support their growth in instructional practices, and they can help teachers share best practices with one another. (DeWitt, 2014) In D300, instructional coaches can help teachers within the same school or across the district connect with one another. Excellent examples of teaching and learning are happening in classrooms across the district, but our teachers are often limited by time to learn from one another. Instructional coaches see what is going on in many classrooms - and in some cases across multiple schools - and can connect teachers who are focusing on similar strategies or goals. D300 instructional coaches can provide a fresh perspective and support a teacher's personal learning. Although coaches will provide support in district identified focus strategies each year, teachers can identify individual areas that they would like support from a coach. .A D300 instructional coach can be the "safety net" when a teacher wants to try something new or innovative and would like feedback that is non-evaluative.Coaches aim to inspire and empower educators to reflect on their instructional practices and philosophies in alignment with District 300's central mission to ensure that all students are college and career ready. Coaches work collaboratively with teachers to support data-driven changes that utilize instructional practices to promote student-centric learning environments and to provide a sense of safety when attempting new strategies. Role of the CoachSupport and assist teachers, within a coaching partnership, focused on student learning.Develop and maintain trusting relationships with staff.Provide purposeful, aligned, and ongoing, differentiated professional development to staff.Collaborate with staff to provide co-planning, co-delivery, modeling, and reflection of instruction. Implement a coaching continuum with individuals and/or teams of teachers.Follow and implement District 300's Coaching Vision.Maintain confidentiality as it pertains to individual teachers.Shared ResponsibilityAll coaches share the responsibility of student outcomes. Coaches will work together to support student outcomes. Coaches and classroom teachers foster teamwork and collaborate to support student outcomes. District leadership is committed to helping coaches succeed.Development and SupportCoaches will be provided with:Coaching Professional DevelopmentEmbedded and ongoing professional development (Informal and Formal)Instructional coaches focus on best practice instructional strategies by collaborating with teachers to get a clear picture of their instruction, setting goals, and problem solving collaboratively with teachers until goals are met. The coaching focus areas listed below by level and content area are the focus strategies for the 2019-2020 school year. Although coaches will be providing support in these district identified focus strategies for 2018-2019, teachers can identify individual areas that they would also like support from a coach. Coaches will support teachers by:Implementing district-developed professional developmentCollaborating with coaches and district leadership to create and implement professional developmentCoaching CycleIdentify focus area - set goals - plan - implement access progress and reflect - identify focus area etc. MathElementary School : Unpacking units including standards, activities, centers, and creation of common formative assessmentsDifferentiation WIN Middle SchoolUnpacking units including standards, activities, centers, and creation of common formative assessmentsDifferentiation High School Increasing math discourse in all coursesIncreasing student engagement in all courses Shifting instruction to teacher facilitated learning Differentiation ELAElementary SchoolUnpacking units including standards, learning targets, differentiation, and creation of common formativesGuided Practices in reading and writingTier 2 supports within the classroom and WIN timeFoundational Skills teaching and assessing practicesMiddle SchoolUnpacking units including standards, learning targets, differentiation, and creation of common formatives Scaffolding appropriate text setsEvidence-based reading and writing teaching and assessmentHigh SchoolUnpacking units including standards, learning targets, differentiation, and creation of common formatives Formative assessments to inform instructionEvidence-based reading and writing teaching and assessmentENGLISH LEARNERS: the program will be implemented by identifying EL student's language and academic needs. Dual Language Instruction and Interventions will be provided in the classroom or as a pull out program as needed to include but not limited to:ELEMENTARY(Title)Supporting writing through language-Language acquisition supportBridging Lessons in ELA and MathImplementation of the new DL scheduleExtension LessonsUsing assessment to inform instruction (iStation and iReady)Integration of science and social studies into the biliteracy frameworkSupporting reading interventionist with Tier III intervention (ENIL)ELEMENTARY (Non-Title)Supporting writing through language-Language acquisition supportTargeted support on vocabulary and writing instruction using EL Wonders frameworkGeneral Education teacher supportEL Wonders framework in collaboration with Director of LiteracyMIDDLE SCHOOLSupporting writing through language-Language acquisition supportCMS specific: AVID EXCEL and Language AccelerationCMS specific: ESL PLC meetingsAligning ELD standards into content area curriculumGeneral Education teacher supportHIGH SCHOOLSupporting writing through language-Language acquisition supportDCHS specific: ESL PLC meetingAligning ELD standards into content area curriculumGeneral Education teacher support

5. **Explain the process through which the district will identify and address any disparities that result in low-income and/or minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.** [5]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

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([count] of 7500 maximum characters used)

Community School District 300 does not hire out-of-field teachers. Due to the limited number of bilingually certified teachers, we hire teachers from Spain and Puerto Rico as well as inexperienced teachers who are properly certified. To help these teachers instructional coaches are hired to model and work with the teachers in their classrooms. Teachers meet in Professional Learning Communities to look at student work and discuss instructional strategies for teaching concepts. This helps inexperienced teachers increase their knowledge of strategies to use with students. In addition, they look at assessment data to identify students who are struggling. Teachers who are more experienced or whose students did well on an assessment share their teaching strategies. Students may also be grouped for re-teaching with the teacher whose students did well on the assessment. The district ensures that second language students in our Title I buildings are taught by teachers who are certified bilingual/ ESL teachers as appropriate. Teachers not certified to teach these students are often moved out of the buildings or their current grade level and are replaced with a bilingual/ESL certified teacher. Instructional coaching of teachers and paras to increase the strategies they use with students including, but not limited to differentiation, scaffolding, WIDA standards for language acquisition, ESL strategies, comprehension strategies, the use of manipulatives and proven programs. Teachers are given coaching based on requests, inexperience as well as recommendation from building and district administration based on walk-through data and formal observations. Length of coaching depends on the needs of the teacher and/or students. Coaching models is I teach, we teach you teach (gradual release).

Response from the prior year Consolidated District Plan.

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**6. Describe the measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop digital literacy skills and improve academic achievement.** [6]**

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Board Policy 6:230 Library Media ProgramThe Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Illinois State Board of Education rule, and (2) the following standards:The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served. Financial resources for the program's resources and supplies are allocated to meet students' needs.Students in all grades served have equitable access to library media resources.The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionalStaff members are invited to recommend additions to the collection.Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.

Response from the prior year Consolidated District Plan.

Board Policy 6:230 Library Media ProgramThe Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Illinois State Board of Education rule, and (2) the following standards:The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served. Financial resources for the program's resources and supplies are allocated to meet students' needs.Students in all grades served have equitable access to library media resources.The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionalStaff members are invited to recommend additions to the collection.Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.

**7. Describe how the district will identify and serve gifted and talented students by using objective criteria.** [7]**

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The District 300 Board of Education believes that all students should be challenged and supported based upon their individual needs in order to develop their full potential. This belief is supported by the District's commitment to provide both enrichment and acceleration options for students. Definitions"Accelerated placement" is the placement of a student at the instructional level that best matches that student's needs by allowing access to a curriculum that is usually reserved for children who are older or in higher grades than the student. Accelerated placement options must include, but need not be limited to, early entrance to kindergarten and first grade, individual subject acceleration, and whole grade acceleration. Accelerated placement is not limited to those students who have been identified as gifted and talented, but rather is open to all students who demonstrate high ability and who may benefit from accelerated placement. Eligibility for accelerated placement shall also be open to all students regardless of race, ethnicity, gender, religion, sexual orientation, disability, English language proficiency, or socioeconomic status. "Early entrance to kindergarten" is the admission of a student to kindergarten who will not yet be five years old by September 1 of that school year. "Early entrance to first grade" is the admission of a student to first grade who will not yet be six years old by September 1 of that school year, and who has not completed kindergarten. Students who are younger than six upon starting first grade but who were admitted early to kindergarten do not need to be reevaluated prior to admission to first grade. "Individual subject acceleration" is the practice of assigning a student to specific content at a higher instructional level than is typical given the student's grade for the purpose of providing access to appropriately challenging learning opportunities in one or more subject areas. "Whole grade acceleration" is the practice of assigning a student to a higher grade level than is typical given the student's age on a full-time basis for the purpose of providing access to appropriately challenging learning opportunities.The referrer shall complete the referral form and submit it to the Principal. The Principal shall then forward the referral form to the appropriate individuals so that the remaining sections may be completed. The submission of the referral intake form by the initial referrer starts the clock on the thirty (30) calendar day evaluation process. Parental Consent is obtained via the referral form when the individual referring the student for evaluation is a student's parent or legal guardian. In the event the referral is made by school personnel, the school principal shall obtain written consent. The district shall evaluate all students who are referred for evaluation and whose parent(s) or legal guardian(s) have granted permission to evaluate the student for possible accelerated placement. For students returning to the district, evaluation requests should be made in the fourth quarter of the previous school year, and the student shall be evaluated in advance of the start of the school year in order to start in the accelerated placement on the first day of school. In all other cases, including but not limited to students transferring into the district, evaluations of a referred student shall be completed within 30 calendar days of the referral. Placement in the accelerated setting shall be made for the current school year, if the referral is made within the first quarter. For all referrals submitted after the first quarter and approved for acceleration, student acceleration would not begin until the start of the next school year.Evaluation Process: The team must utilize a fair and equitable decision-making process that involves multiple persons and includes a student's parents or guardians. This multi-person evaluation team is responsible for gathering relevant, reliable and comprehensive data in order to determine whether and what type of accelerated placement is appropriate for that student.Multiple Evaluators/Decision MakersA diverse evaluation team shall consist of multiple participants. Recommended team members include:1. Principal/assistant principal from the student's current school2. Most current teacher of that student3. School psychologist and/or school social worker4. District level administratorA parent or legal guardian of the student shall be invited to participate in the evaluation processMultiple Evaluation CriteriaThe evaluation process shall include multiple valid, reliable indicators.For students referred for possible acceleration in an individual subject area, multiple assessments will be utilized, including, but not limited to: iReady diagnostic, iStation diagnostic, Devereax Student Strengths Assessment (DESSA), and available district and state assessments.For students referred for possible whole grade acceleration, in addition to the assessments listed for individual subject area acceleration (above) the team will also use of the The Cognitive Abilities Test (CogAT), a multiple-choice K-12 assessment that measures reasoning skills with different types of verbal, quantitative, and nonverbal questions. If any assessments are utilized as part of the evaluation process: A) the instruments shall be appropriate given the needs of the student (e.g., linguistically appropriate instruments should be used with English Learner students); B) any assessment accommodations to which the student may be entitled generally (e.g., by the terms of an IEP) shall be available during the evaluation for accelerated placement; and C) parents or guardians shall be notified about any assessments that will be conducted as part of the evaluation at the time that they are asked to consent in writing.

Response from the prior year Consolidated District Plan.

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**Title I Requirements:**

Ensure that all children receive a high-quality education.

Close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards.

**Legislative References:**

[1] Title I, Part A, Section 1112(b)(1)(A)

[2] Title I, Part A, Section 1112(b)(1)(B); 34 CFR 300.226 and 300.646

[3] Title I, Part A, Section 1112(b)(1)(C); 34 CFR 300.226 and 300.646

[4] Title I, Part A, Section 1112(b)(1)(D); 34 CFR 300.226 and 300.646

[5] Title I, Part A, Section 1112(b)(2)

[6] Title I, Part A, Section 1112(b)(13)(B)

[7] Title I, Part A, Section 1112(b)(13)(A)

* Required if funding selected for Title I, Part A; Title I, Part 1003a; Title I, Part D; Title II, Part A; Title III; and/or Title IV, Part A

**Required field for only Title I, Part A

**College and Career Readiness** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.**

**ISBE Goals:**

- ☐ Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- ☐ Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- ☐ Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

☐ Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

**1. Describe how the district will facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education including, if applicable, through:* [1]**

**i. Coordination with institutions of higher education, employers, and other local partners;* and**

**ii. Increased student access to early college, high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests and skills.***

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([count] of 7500 maximum characters used)

Response from the approved prior year Consolidated District Plan.

D300 provides transition experiences and support for all students during middle to high school transition and high school to postsecondary education through curriculum and supplemental enhancement programmatic options. D300 has a PaCE framework aligned scope and sequence for the use of Naviance for college and career exploration starting with grade 6 through graduation. Naviance is used in many courses such as AVID and College and Career Exploration in middle school and AVID, CTE, personal development, and College 101 courses in high school. D300 high schools welcome an average of 80+ plus college representatives (including military) at each campus each year. Local businesses are frequently in D300 schools participating in career talks, class presentations, and mentorships with D300 students. Many D300 middle schools host annual career days inviting local businesses, Chambers of Commerce, and organizations to the schools for career exposure. D300 students through specific classes and independent opportunities, have options for college campus visits including public and private, junior/community, and in state and out of state institutions. D300 implemented a district-wide college and career counselor to support students and staff with college and career exposure. Some activities include: free college application night, site visits to technical college training schools, and FAFSA activities. D300 partners with Elgin Community College (ECC) to offer full time and part time dual credit college courses both in D300 schools and on ECC's campus. These courses are offered in general academics leading to an associate's degree as well as programs leading to industry certification (HVAC, CNA, welding). D300 partners with ABC School of Cosmetology to offer students industry training in one of four licensed areas: cosmetology, barbering, esthetics, and nail technology. Both ECC and ABC School of Cosmetology programs are offered to juniors and seniors.

**2. If applicable, describe the district's support for programs that coordinate and integrate the following:* [2]**

**Academic and career and technical education content through coordinated instructional strategies, that may incorporate experimental learning opportunities and promote skills attainment important to in-demand occupations or industries in the State; and work-based learning opportunities that provide students in-depth integration with industry professionals and, if appropriate, academic credit.**

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*NOTE: If not applicable because district serves only grades K-8, enter* ***Elementary District***

([count] of 7500 maximum characters used)

Response from the approved prior year Consolidated District Plan.

D300 offers Career and Technical Education (CTE) courses at all three high schools in the areas of business, family and consumer science, and industrial technology education. Furthermore, D300 offers students internship opportunities, cooperative education work program, and cooperative work experience programs to meet student needs. D300 collaborates with local businesses, Chambers of Commerce, and organizations to facilitate these learning opportunities. Student participation in these programs is complimented by classroom experiences and, upon successful completion, students earn credit toward graduation. As an early exposure to careers, D300 students can participate in a job shadow experience as early as freshman year in high school. All programs are available to any D300 student and are supported by appropriate D300 staff.

**Legislative References:**

[1] Title I, Part A, Section 1112(b)(10)(A and B)

[2] Title I, Part A, Section 1112(b)(12)(A and B)

* Required if funding selected for Title I, Part A; Title I, Part D; Title II, Part A; Title IV, Part A; IDEA, Part B Flow-Through; and/or IDEA, Part B Preschool

**Professional Development - Highly Prepared and Effective Teachers and School Leaders** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.***

**ISBE Goals:**

- [ ] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

- [x] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

District Strategic Plan

**For each program for which funding is anticipated for the 2021-2022 school year, provide a brief description of professional development activities to be funded by the program as applicable.* [1]**

NOTE: - If Professional Development will not be provided for a funded program below, enter **NOT PROVIDING.**

- Be sure to include information on how participating private schools will be included in the professional development plans.
- NOTE - writing space appears only if a program was selected on the Coordinated Funding page; to make changes in program funding, return to that page, revise, save the page and return to this page.

**Program and Description**

A. Title I, Part A - Improving Basic Programs

Professional Learning Communities, equity, assessment development, best practice learning strategies for all and coaching for all .

B. Title I, Part A - School Improvement Part 1003(a)

C. Title I, Part D - Delinquent

D. Title I, Part D - Neglected

E. Title I, Part D - State Neglected/Delinquent

F. Title II, Part A - Preparing, Training, and Recruiting

Professional Learning Communities, equity, assessment development, best practice learning strategies for all and coaching for all . Mentor programs for new and 2nd year teachers

G. Title III - LIEP

Family School Liaisons will participate in PD on parent engagement

H. Title III - ISEP

I. Title IV, Part A - Student Support and Academic Enrichment

None at this time

J. Title V, Part B - Rural and Low Income Schools

K. IDEA, Part B - Flow-Through [2]

Professional development focus on curriculum writing and training focus area in math and ELA, trauma informed classes ACES, Love and Logic materials and conference, CPI for ISBE requirements with restraints certification and materials, transition services conferences, compliance training, PLC's, Illinois transition conference, autism conference, IAASE conference, CEC conference, LRP conference, ISHA, ISPA conference, Social thinking training, Zones of regulation training, Autism conference, legal presentations, SRA training, Barton Training, Foundations training, AT conference, ITDHH Conference, hearing conference, vision conference, social work conferences, co-teaching training, diversity and equity training, disability awareness, medical health training/workshops subs (including benefits) for staff to participate in all activities

L. IDEA, Part B - Preschool

he most recent needs assessment via a program review, recommend to increases support for early childhood in the areas of professional development for compliance curriculum training. Other needs that came up with the professional development with supporting students in post pandemic world, CPI, love and logic, and trauma informed practices. The review also recommended continued growth of the special education preschool instruction and environmental options with no-disables peers resulting in continues support for pre-k. This was also discussed again at early childhood collaborative council committee. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

**Legislative Requirement:**

[1] Title III, Section 3115(c)(2)

[2] 34 CFR 300.207 ; 2122(b)(4-9) of ESSA

* Required if funding selected for Title I, Part A; Title II, Part A; Title III; Title IV, Part A; Title V, Part B; IDEA, Part B Flow-Through; and/or IDEA, Part B Preschool

**Safe and Healthy Learning Environment** Instructions

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.**

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [x] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):**

- [x] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

District Strategic Plan

**1. Describe the process through which the districts will:***

**i. reduce incidences of bullying and harassment**

**ii. reduce the overuse of discipline practices that remove students from the classroom [1]**

**iii. reduce the use of aversive behavioral interventions that compromise student health and safety; disaggregated by each subgroup of student as defined below. [2]**

a. each major racial and ethnic group;

b. economically disadvantaged students as compared to students who are not economically disadvantaged;

c. children with disabilities as compared to children without disabilities;

d. English proficiency status;

e. gender; and

f. migrant status.

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

([count] of 7500 maximum characters used)

District 300 prioritizes student health, welfare, and safety. The district educates students at all grade levels about bullying and harassment. Lessons are delivered to students through Social and Emotional lessons in the classroom along with educational speakers that focus specifically on these unacceptable behaviors. Threat assessment requirements met of training and assessment in collaboration with District Safety Offices. Students are informed how to report any instances they may experience and may do so anonymously if they prefer. The district administration reviews student discipline data regularly and monitors the various discipline practices administrators use. Focused training occurs quarterly with all administrators to educate and engage administrators in ways to continue reducing practices that remove students from the classroom. All administrators have been trained in Restorative Practices and use these practices to help students and staff resolve behavioral issues to keep students in the classroom more regularly. Restorative Practices, Love and Logic, and Crisis Prevention are all skills and strategies that the District supports and trains certificated and non-certificated employees that helps promote a more inclusive, safe and healthy environment for members of the school community.

Response from the prior year Consolidated District Plan.

District 300 prioritizes student health, welfare, and safety. The district educates students at all grade levels about bullying and harassment. Lessons are delivered to students through Social and Emotional lessons in the classroom along with educational speakers that focus specifically on these unacceptable behaviors. Students are informed how to report any instances they may experience and may do so anonymously if they prefer. The district administration reviews student discipline data regularly and monitors the various discipline practices administrators use. Focused training occurs quarterly with all administrators to educate and engage administrators in ways to continue reducing practices that remove students from the classroom. All administrators have been trained in Restorative Practices and use these practices to help students and staff resolve behavioral issues to keep students in the classroom more regularly. Restorative Practices, Love and Logic, and Crisis Prevention are all skills and strategies that the District supports and trains certificated and non-certificated employees that helps promote a more inclusive, safe and healthy environment for members of the school community.

**2. Describe the services the district will provide homeless children and youth, including services provided with funds reserved to support the enrollment, attendance, and success of homeless children and youth, in coordination with the services the district is providing under the McKinney-Vento Homeless Assistance Act. [3]**

(42 U.S.C. 11301 et seq.):*

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([count] of 7500 maximum characters used)

300 provides services to the children and youth who have been identified as homeless according to the McKinney-Vento Act to help them to overcome obstacles and barriers to receiving an education. These services include:Advocating and expediting school enrollment and services for homeless children and unaccompanied youth. Coordinating with registrars, social workers and school staff in the district(s) to assist homeless students with obtaining documents necessary to attend school.Coordinating with the school district to providing transportation to and from school and school relates activities. Providing and coordinating with registrars, social workers and school staff to assist with delivery of supplies to homeless children such as backpacks, school supplies, personal hygiene items, clothing, shoes, coats and boots at no expense to the families.Assisting with referrals to community resources for medical needs such as glasses, immunizations, dental and mental health needs that may that impair school performanceAssisting with placing children in after school tutoring and after school programs free of charge for the families.Assisting and providing direct services to unaccompanied youth in an effort to support their continued education past high school graduation.Assisting parents in motels or doubling up with referrals for food, clothing, and shelter.

Response from the prior year Consolidated District Plan.

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**Title I Requirement:**

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards

**Legislative Requirements:**

[1] Title I, Part A, Section 1112(b)(11)
[2] Title I, Part A, Section 1111(c)(2); 34 CFR 300.226 and 300.646
[3] Title I, Part A, Section 1112(b)(6)

* Required if funding selected for Title I, Part A and/or Title IV, Part A

**Attendance Center Designation** Instructions

**Attendance Center Designation**

| Attendance Center | Schoolwide | Targeted Assistance | Not Served | Closed | Board Approved Date |
|---|---|---|---|---|---|
| 0002 - DUNDEE-CROWN HIGH SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 0003 - HAMPSHIRE HIGH SCHOOL | ○ | ○ | ◉ | ○ | |
| 0004 - HARRY D JACOBS HIGH SCHOOL | ○ | ○ | ◉ | ○ | |
| 1001 - CARPENTERSVILLE MIDDLE SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 1004 - ALGONQUIN MIDDLE SCHOOL | ○ | ○ | ◉ | ○ | |
| 1005 - DUNDEE MIDDLE SCHOOL | ○ | ○ | ◉ | ○ | |
| 1008 - HAMPSHIRE MIDDLE SCHOOL | ○ | ○ | ◉ | ○ | |
| 2001 - ALGONQUIN LAKES ELEM SCH | ○ | ○ | ◉ | ○ | |
| 2002 - LIBERTY ELEMENTARY SCHOOL | ○ | ○ | ◉ | ○ | |
| 2003 - LINCOLN PRAIRIE ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2009 - DUNDEE HIGHLANDS ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2010 - EASTVIEW ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2012 - GOLFVIEW ELEM SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 2013 - HAMPSHIRE ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2015 - LAKE IN THE HILLS ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2016 - MEADOWDALE ELEM SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 2018 - PARKVIEW ELEMENTARY SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 2019 - SLEEPY HOLLOW ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 201C - Cambridge Lakes Charter School | ○ | ○ | ◉ | ○ | |
| 2020 - KENNETH E NEUBERT ELEM SCHOOL | ○ | ○ | ◉ | ○ | |
| 2021 - PERRY ELEMENTARY SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 2022 - LAKEWOOD SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |
| 2023 - WESTFIELD COMMUNITY SCHOOL | ○ | ○ | ◉ | ○ | |
| 2025 - GARY D WRIGHT ELEM SCH | ○ | ○ | ◉ | ○ | |
| 2026 - GILBERTS ELEM SCH | ○ | ○ | ◉ | ○ | |
| 3001 - DELACEY FAMILY EDUC CTR | ○ | ○ | ◉ | ○ | |
| 3002 - OAK RIDGE SCHOOL | ◉ | ○ | ○ | ○ | 5/11/2021 |

**Describe anticipated Reorganizations:**

**Title I Specific Requirements - Part Two** Instructions

**If Title I funding was selected on the Coordinated Funding page, this page is required. If the page is blank and the entity does plan to receive and use Title I funds, return to the Coordinated Funding page and select Title I, save the page, and return to this page.**

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.**

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [x] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):** Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

- [x] Strategic Plan

**1. Describe how the district will carry out its responsibilities to support and improve schools identified as comprehensive or targeted under paragraphs (1) and (2) of section 1111(d).* (Section 1112(b)(3))**

Section 1111(d)

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

*If the district does not have any schools identified as comprehensive or targeted, enter*

***No schools identified under this part***

([count] of 7500 maximum characters used)

no schools identified under this part.

Re-display of the approved response from the prior year Consolidated District Plan.

no schools identified under this part.

**2. Does the district serve eligible children in an institution or community day program for neglected or delinquent children or in an adult correctional institution? * (Section 1112(b)(5))**

- ( ) Yes
- (•) No

**3. Select the poverty criteria below that will be used to rank school attendance centers. A district shall use the same measure(s) of poverty, which measure the number of children aged 5 through 17 in poverty counted in the most recent census data, with respect to ALL school attendance centers in the LEA.* (Section 1112(b)(4))**

Measures of Poverty from 1113(5)(A) and (B)

- [x] School Lunch: the number of children eligible for a free or reduced price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.),
- [ ] TANF: the number of children in families receiving assistance under the State program funded under part A of Title IV of the Social Security Act,
- [ ] Medicaid: the number of children eligible to receive medical assistance under the Medicaid Program,
- [ ] Direct Certification

**4. Describe, in general, the targeted assistance (section 1115) and/or schoolwide programs (section 1114) the district will operate, as well as the goal of those programs. Where appropriate, please explain educational services outside such schools for children living in local institutions or community day programs for neglected or delinquent children.* (Section 1112(b)(5))**

Section 1114 and 1115

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

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([count] of 7500 maximum characters used)

Lakewood School, Golfview Elementary School, Meadowdale Elementary School, Parkview Elementary School, Perry Elementary School, Oak Ridge School, Dundee Crown High School and Carpentersville Middle School operate as schoolwide programs. Their goal is to close the achievement gap for all of their sub groups as well as the entire school. Closing the achievement gap is done through data analysis. These schools consistently review their data at the school level as well as with the assistant superintendent for Title I schools. In addition they are given additional teachers who focus on closing the achievement gap through instructional coaching and small group instruction using proven intervention programs such as LLI (Leveled Literacy Intervention, Wonder Works, Barton, and other proven programs as well as enrich and reteach scheduled into the school day. In addition before and/or after school programs are offered to students who have been identified as being below grade level and/or in need of additional social/emotional intervention. Contracted programs such as/but not limited to Snapology, Tim Hanning Inc., Bricks, 4 Kidz are also used in after school programs. These students are enrolled in the additional programs based on their data. Summer school is also offered to students to reduce summer learning loss. Summer school may be but not limited to STEM Camp, Art Camp, Theater Camp and Music Camp. Research shows keeping students as active learners reduces summer learning loss. Field trips during the school year as well as in the summer are provided to increase students' background knowledge and increasing their chances of making connections during their academic work in the areas of science, social studies and language arts. Field trips are aligned to the Common Core State Standards of each grade level and may address art and/or music. A family field trip may be offered in order to enrich the entire family and help parents support their child's learning.Schools conduct book studies to help the entire staff learn and move in the same direction. These books may address teaching strategies in academic areas, working with students of poverty, family engagement, professional learning communities, assessment and other areas addressed in the school's school improvement plan. The most effective model for instruction of English learners is dual language education. In a dual language program, students develop high levels of language proficiency in two languages (English and Spanish) , they achieve above grade level on academic performance measures and they demonstrate positive cross-cultural attitudes and behaviors. The four Title I elementary schools will move to the dual language model for the 2017-2018 school year. Beginning in kindergarten

students will have the 80-20 model slowly increasing English language instruction as they progress through the grade levels up to eighth grade.Family school liaisons (FSLs) are placed at each Title I school. Their role is to focus on family engagement. They interpret and translate to make sure parents are communicated with in their first language. FSLs work with parents with issues such as attendance, school communication, school documents and paperwork, provides information and explanations of school policy and procedures. Provides information for families and school district staff and faculty with situations involving attendance, late arrivals, truancy, grade, progress reports, teacher conferences, illness situations, and interaction with administration, special events, and any other situation warranting Liaison needs. Schedule, organize and promote school activities to increase participation in various activities such as Parent Nights, monthly family night, and other school events Assist families in crisis by securing basic need items for them; distributes donated clothing, food, seasonal gifts, and other items; conduct home visits to families. Assist families and students with the registration process and adapting to their new school. Recruit parents and community member volunteers and coordinate schedules to efficiently use volunteer time and services. Act as an advocate for families, educate parents and students of their rights, available services, and assist families in finding community resources. Provide information and assistance to families to increase their understanding of and participation in the educational process

Re-display of the approved response from the prior year Consolidated District Plan.

Lakewood School, Golfview Elementary School, Meadowdale Elementary School, Parkview Elementary School, Perry Elementary School, Dundee Crown High School and Carpentersville Middle School operate as schoolwide programs. Their goal is to close the achievement gap for all of their sub groups as well as the entire school. Closing the achievement gap is done through data analysis. These schools consistently review their data at the school level as well as with the assistant superintendent for Title I schools. In addition they are given additional teachers who focus on closing the achievement gap through instructional coaching and small group instruction using proven intervention programs such as LLI (Leveled Literacy Intervention, Wonder Works, Barton, and other proven programs as well as enrich and reteach scheduled into the school day. In addition before and/or after school programs are offered to students who have been identified as being below grade level and/or in need of additional social/emotional intervention. Contracted programs such as/but not limited to Snapology, Tim Hanning Inc., Bricks, 4 Kidz are also used in after school programs. These students are enrolled in the additional programs based on their data. Summer school is also offered to students to reduce summer learning loss. Summer school may be but not limited to STEM Camp, Art Camp, Theater Camp and Music Camp. Research shows keeping students as active learners reduces summer learning loss. Field trips during the school year as well as in the summer are provided to increase students' background knowledge and increasing their chances of making connections during their academic work in the areas of science, social studies and language arts. Field trips are aligned to the Common Core State Standards of each grade level and may address art and/or music. A family field trip may be offered in order to enrich the entire family and help parents support their child's learning.Schools conduct book studies to help the entire staff learn and move in the same direction. These books may address teaching strategies in academic areas, working with students of poverty, family engagement, professional learning communities, assessment and other areas addressed in the school's school improvement plan. The most effective model for instruction of English learners is dual language education. In a dual language program, students develop high levels of language proficiency in two languages (English and Spanish) , they achieve above grade level on academic performance measures and they demonstrate positive cross-cultural attitudes and behaviors. The four Title I elementary schools will move to the dual language model for the 2017-2018 school year. Beginning in kindergarten students will have the 80-20 model slowly increasing English language instruction as they progress through the grade levels up to eighth grade.Family school liaisons (FSLs) are placed at each Title I school. Their role is to focus on family engagement. They interpret and translate to make sure parents are communicated with in their first language. FSLs work with parents with issues such as attendance, school communication, school documents and paperwork, provides information and explanations of school policy and procedures. Provides information for families and school district staff and faculty with situations involving attendance, late arrivals, truancy, grade, progress reports, teacher conferences, illness situations, and interaction with administration, special events, and any other situation warranting Liaison needs. Schedule, organize and promote school activities to increase participation in various activities such as Parent Nights, monthly family night, and other school events Assist families in crisis by securing basic need items for them; distributes donated clothing, food, seasonal gifts, and other items; conduct home visits to families. Assist families and students with the registration process and adapting to their new school. Recruit parents and community member volunteers and coordinate schedules to efficiently use volunteer time and services. Act as an advocate for families, educate parents and students of their rights, available services, and assist families in finding community resources. Provide information and assistance to families to increase their understanding of and participation in the educational process

**5. In schools operating a targeted assistance program, please describe the objective criteria the district has established to identify the target populations, AND how teachers and school leaders will include parents, administrators, paraprofessionals, and instructional support personnel in their identification of the target population.* (Section 1112(b)(9))**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

*If the district does not serve any schools identified as targeted assistance, enter* **Schoolwide Program Only**

([count] of 7500 maximum characters used)

Schoolwide Program Only

Re-display of the approved response from the prior year Consoldiated District Plan.

Schoolwide Program Only

**Title I Requirement:**

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards.

*Required Field

**IDEA Specific Requirements** Instructions

**If IDEA funding was selected on the Coordinated Funding page, this page is required. If the page is blank and the entity does plan to receive and use IDEA funds, return to the Coordinated Funding page and select IDEA, save the page, and return to this page.**

**INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goal must be selected.**

**ISBE Goals:**

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs.

**District Goal(s):** Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

- [x] District Strategic Plan

1. **How was the comprehensive needs assessment information used for planning grant activities?* This section should include the comprehensive needs identified that will be targeted by the activities and programs funded by IDEA.**

   *DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

   ([count] of 7500 maximum characters used)

   The needs assessment were use in the LEA needs process. CUSD 300 continues to focus on early intervening successes academically and behaviorally with the need to all students K-12. Based on the needs assessment complete in May 2021, indicates the need for: supporting students in a post pandemic world, supporting students with anxiety, depression, DMDD and ADHD, Love and Logic in the classroom, trauma informed practices, CPI, FA/BIP training and Love and Logic for special education students. Buildings continue to request support including coaching, staff development and materials to support special education students in the general education setting. Professional development for IEP teams for staff to demonstrate appropriate conversation and decisions being made at the IEP team meeting and development. This year same as last year, IEP compliance will continue to be incorporated through online training based development with Schoology as well as face-to-face after school opportunities. Staff will receive additional support of reading to align with the ELA common core curriculum and curriculum adoption; especially in math, and staff training as an identified need. Staff will participate in math instruction with continue focus on appropriate use of manipulative and ELA with the focus on closing the reading gap. Staff feedback continues to indicate that teachers are still eager for professional development and materials on best practices, differentiation, assistive technology and ways of engaging students in classroom activities. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.Pre-KThe needs assessment were used in the IEP needs assessment process. The most recent needs assessment via a program review, recommend to increases support for early childhood in the areas of professional development for compliance curriculum training. Other needs that came up with the professional development with supporting students in post pandemic world, CPI, love and logic, and trauma informed practices. The review also recommended continued growth of the special education preschool instruction and environmental options with no-disables peers resulting in continues support for pre-k. This was also discussed again at early childhood collaborative council committee. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

   Response from the approved prior year Consolidated District Plan.

   The needs assessment were use in the LEA needs process. CUSD300 continues to focus on early intervening successes academically and behaviorally with the need to all students K-12. Based on the needs assessment complete in May 2020, indicates the need for: Legal updates, IEP components (data use, FA/BIP, Accommodations and modifications/Goals), 21st Century Learning for special education, Differentiation of Instruction for special education, High Impact instructional strategies, CPI, Professional Learning Communities (PLC), Love and Logic, Restorative practices, trauma informed instruction and how to best teach in remote learning/e-learning. Buildings continue to request support including coaching, staff development and materials to support special education students in the general education setting. Professional development for IEP teams for staff to demonstrate appropriate conversation and decisions being made at the IEP team meeting and development. This year same as last year, IEP compliance will continue to be incorporated through online training based development with Haiku as well as face-to-face after school opportunities. Staff will receive additional support of reading to align with the ELA common core curriculum and curriculum adoption; especially in math, and staff training as an identified need. Staff will participate in math instruction with continue focus on appropriate use of manipulative and ELA with the focus on closing the reading gap. Staff feedback continues to indicate that teachers are still eager for professional development and materials on best practices, differentiation, assistive technology and ways of engaging students in classroom activities.Pre-kThe needs assessment were used in the IEP needs assessment process. The most recent needs assessment via a program review, recommend to increases support for early childhood in the areas of professional development for compliance curriculum training. Other needs that came up with the professional development with CPI, love and logic, and trauma informed practices. The review also recommended continued growth of the special education preschool instruction and environmental options with no-disables peers resulting in continues support for pre-k. This was also discussed again at early childhood collaborative council committee.

2. **Summarize the activities and programs to be funded within the grant application.***

   *DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

   ([count] of 7500 maximum characters used)

   Professional development is based off the needs assessment. The goal of professional development is for staff to be able to continue to grow in the profession to best support students' academic, social emotional and other needs. While also making sure our staff is aware of the legal requirements of the IEP and IEP process. This can be done in a variety of methods of professional development, including conferences, training, webinars, speakers, webinars, book studies or online. Professional development focus on curriculum writing and training focus area in math and ELA, trauma informed classes ACES, Love and Logic materials and conference, CPI for ISBE requirements with restraints certification and materials, transition services conferences, compliance training, PLC's, Illinois transition conference, autism conference, IAASE conference, CEC conference, LRP conference, ISHA, ISPA conference, Social thinking training, Zones of regulation training, Autism conference, legal presentations, SRA training, Barton Training, Foundations training, AT conference, ITDHH Conference, hearing conference, vision conference, social work conferences, co-teaching training, diversity and equity training, disability awareness, medical health training/workshops subs (including benefits) for staff to participate in all activities

   Response from the approved prior year Consolidated District Plan.

   Professional development is based off the needs assessment. The goal of professional development is for staff to be able to continue to grow in the profession to best support students' academic, social emotional and other needs. While also making sure our staff is aware of the legal requirements of the IEP and IEP process. This can be done in a variety of methods of professional development, including conferences, training, webinars, speakers, webinars, book studies or online. Professional development focus on curriculum writing and training, trauma informed classes ACES, Love and Logic materials and conference, CPI for ISBE requirements with restraints certification and materials, transition services conferences, compliance training, PLC's, Illinois transition conference, autism conference, IAASE conference, CEC conference, LRP conference, ISHA, ISPA conference, Social thinking training, Zones of regulation training, Autism conference, legal presentations, SRA training, Barton Training, Foundations training, AT conference, ITDHH Conference, hearing conference, vision conference, social work conferences, co-teaching training, medical health training/workshops subs (including benefits) for staff to participate in all activitiesProfessional development is based off the needs assessment. The goal of professional development is for staff to be able to continue to grow in the profession to best support students' academic, social emotional and other needs. While also making sure our staff is aware of the legal requirements of the IEP and IEP process. This can be done in a variety of methods of professional development, including conferences, training, webinars, CPI materials to align with Restraint procedures, speakers, webinars, book studies or online. Professional development focus love and logic, equals training, PCI training, compliance training, legal updates, medical health training/workshops subs (including benefits) for staff to participate in all activities.

3. **Describe any changes in the scope or nature of services from the prior fiscal year.***

   *DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

([count] of 7500 maximum characters used)

The changes from this year have not changed significantly. The focus continues to be on improvement of instructional practices while meeting the needs of the students. The compliance to have compliant IEP's. One focus this year will continue to be with CPI, restorative practice,diversity/ equity, classroom management and trauma informed practices to align with ISBE ruling with isolation and restraints

Response from the approved prior year Consolidated District Plan.

The changes from this year have not changed significantly. The focus continues to be on improvement of instructional practices while meeting the needs of the students. The compliance to have compliant IEP's. One focus this year will continue to be with CPI, restorative practice, classroom management and trauma informed practices to align with ISBE ruling with isolation and restraints.

*Required Field

**Overview**

*******NOTE: This plan section is not required for the Department of Juvenile Justice******

**Program:** Foster Care Transportation Plan

**Purpose:** To comply with ESSA requirements for educational stability for students in foster care

**Required For:** All Illinois school districts and state-authorized charter schools

**Resources:**
ED and HHS Letter to Chief State School Officers and Child Welfare Directors on Implementing the Fostering Connections Act of May 30, 2014
US Department of Education (USDE) web page for Students in Foster Care
The Fostering Connections to Success and Increasing Adoptions Act of 2008 (P.L. 110-351)
Educational Stability Requirements (Effective October 7, 2008)
Public Act 099-0781 (effective 8/12/2016)
USDE Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care (June 23, 2016)
Finance, Budgets & Funding Transportation Programs (scroll to Foster Care Transportation section)
ESEA of 1965 as Amended, Section 6312(c)

**Background**

Section 6312(5)(B) of ESEA of 1965 as Amended by ESSA requires that the local educational agency (LEA) collaborate with the state or local child welfare agency to develop and implement clear written procedures governing how transportation to maintain children in foster care in the school of origin when in their best interests will be provided, arranged, and funded for the duration of the time in foster care.

**Definition and References**

First Division vehicles are defined in the Illinois Vehicle Code as motor vehicles designed to carry no more than 10 persons total.

First Division vehicles can be used to transport 10 or fewer persons, including the driver, on regular routes for any and all school-sponsored activities, including curriculum-related trips. Examples of First Division vehicles include cars, station wagons, mini-vans (10 passengers or less which includes the driver), taxi cabs, medical carrier or medi-car, and Suburbans. The manufacturer sticker (Federal Certification Label) located on the inside of the drivers side door will stipulate MPV for Multi-Passenger Vehicle, MPPV (MultiPurpose Passenger Vehicle), or Passenger Car [49 CFR 571.3]

Vehicle Usage:

https://www.isbe.net/Documents/school_vehicle_guidance.pdf
https://www.isbe.net/Documents/vehicle_use_summary.pdf
https://www.isbe.net/Documents/ISBE-Visual-Vehicle-Use-Guide.pdf

Transportation Programs:

https://www.isbe.net/Pages/Funding-and-Disbursements-Transportation-Programs.aspx

**Requirements**

**A. The following factors should be considered when developing the transportation procedures for a student in foster care:**

1. Safety
2. Duration of the need for services
3. The time/length of travel time for the student each day
4. Time of placement change
5. Type of transportation available (yellow school bus, taxi cab, First Division vehicle, etc.)
6. Traffic patterns
7. Flexibility in school schedule
8. Impact of extracurricular activities on transportation options.
9. Maturity and behavioral capacity of student

**B. The following low-cost/no-cost options should be considered when developing the transportation procedures:**

1. Pre-existing transportation route
2. New transportation route
3. Route-to-Route hand-offs
4. District-to-district boundary hand-offs
5. Eligibility of the student for transportation through other services such as, but not limited to, Individuals with Disabilities Education Act (IDEA)
6. Alternatives not directly provided by the district/school such as:
   a. Contracted services - taxis, student transport companies, etc. - see note below
   b. Public transportation such as city buses, rails, etc.
   c. Carpools- see note below
   d. School/District staff- see note below
   e. Options presented by DCFS outside of those provided by the district/school, such as reimbursing the foster parents for transportation costs, or including transport in contracts with licensed child placing agencies or group homes

**NOTE: A school bus driver permit is REQUIRED for these options! IMPORTANT: All drivers transporting students (other than parents or legal guardians transporting their own students) in First Division vehicles MUST possess a valid school bus driver permit per Section 6-104(d) of the Vehicle Code. THIS INCLUDES TAXI CAB DRIVERS.**

**REMINDER: A multifunction school activity bus (MFSAB) can NEVER be used to transport home-to-school or school-to-home [625 ILCS 5/1-148.3a-5]**

**C. The following funding options should be considered when developing the transportation procedures for a student in foster care:**

1. Title IV-E of the Social Security Act if the student is eligible
2. Title I of the ESEA of 1965 as Amended by ESSA (except that funds reserved for comparable services for homeless children and youth may NOT be used for transportation)
3. IDEA funds, if the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation
4. State special education transportation funds, if the student has an IEP
5. Local funds

**Contact Information**

*******NOTE: This page is not required for the Department of Juvenile Justice******

As part of the foster care transportation plan development process, several stakeholders should be involved. These may include, but are not limited to:

a. Local educational agency (LEA) point of contact for foster students (LEA-POC)
b. LEA transportation director
c. Child welfare agency point of contact
d. LEA Department of Children and Family Services (DCFS) liaison as permitted by 105 ILCS 5/10-20.58, if applicable
e. Title I director
f. School social worker
g. Guidance counselor
h. Special education personnel

**Provide contact information for all personnel included in the development of the plan. The LEA-POC and transportation director are required; others are optional and should be included as applicable.**

1. Foster Care LEA-POC - required*

| Last Name* | First Name* | Position/Title* | Email* |
|---|---|---|---|
| Nacke | Shelley | Assistant Superintendent for Education Services | shelley.nacke@d300.org |

2. LEA Transportation Director - required*

| Last Name* | First Name* | Position/Title* | Email* |
|---|---|---|---|
| Mason | Deborah | Director of Transportaiton | deborah.mason@d300.org |

☑ Click here to add information for other personnel involved in the plan development.

3. Other personnel

| Last Name | First Name | Position/Title | Email |
|---|---|---|---|
| Oesterreich | Nancy | Director of Federal Programs | nancy.oesterreich@d300.org |

☑ Click here to add information for additional other personnel.

4. Other personnel

| Last Name | First Name | Position/Title | Email |
|---|---|---|---|
| Sandoval | Wendy | Administrative Specialist | wendy.sandoval@d300.org |

☐ Click here to add information for additional other personnel.

*Required field

**Best Interest Determination as it relates to School Stability**

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*******NOTE: This page is not required for the Department of Juvenile Justice******

***NOTE: Fields below may be prepopulated with data. Review any prepopulated data, copy and revise as needed in the box above it, and save the page.***

**1. Describe the process for determining the best interest of the affected child for placement if the child is placed into foster care or changes residences while in foster care. Include the positions of all district personnel involved.***

*Be sure to include the factors that should be considered in determining whether remaining in a child's school of origin is in his or her best interest, as it relates to ensuring school stability.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

The LEA-POC, DCFS case manager, LEA Director of Transportation, the LEA direct contact staff and foster parents (if available) will discuss the specific needs of the student. The student's social emotional history, behavior, attendance and academic performance will be considered when determining the best interest of the child. The factors to consider when developing the transportation procedures for a student in foster care are as follows:SafetyDurationTime of placement changeType of transportation availableTraffic patternsFlexibility in School scheduleImpact of extracurricular activities on transportation optionsMaturity and behavioral capacity

Response from the approved prior year Consolidated District Plan.

The LEA-POC, DCFS case manager, LEA Director of Transportation, the LEA direct contact staff and foster parents (if available) will discuss the specific needs of the student. The student's social emotional history, behavior, attendance and academic performance will be considered when determining the best interest of the child. The factors to consider when developing the transportation procedures for a student in foster care are as follows:SafetyDurationTime of placement changeType of transportation availableTraffic patternsFlexibility in School scheduleImpact of extracurricular activities on transportation optionsMaturity and behavioral capacity

**2. Describe any special considerations and legal requirements taken into account for children with disabilities under IDEA and students with disabilities under Section 504.***

See IDEA legislation hereSee Section 504 here

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

Best practice, laws and guidelines under Section 504, IDEA will drive discussion and decisions.

Response from the approved prior year Consolidated District Plan.

Best practice, laws and guidelines under Section 504, IDEA will drive discussion and decisions.

**3. Describe any special consideration and legal requirements taken into account for children who are English learners.***

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

Certainly, the student's background, including language spoken and understood, will be considered when determining the best plan for students.

Response from the approved prior year Consolidated District Plan.

Certainly, the student's background, including language spoken and understood, will be considered when determining the best plan for students.

**4. Describe the dispute resolution process should there be disagreement among parents, education decision makers, and other stakeholders regarding the best interest determination.***

*Be sure to include the step-by-step process if one would want to initiate a dispute through the resolution. NOTE: include that DCFS has the final say if a resolution cannot be determined.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

In the case of a dispute, the student will remain in their school of origin without interruption to transportation services while dispute is being resolved. The LEA/POC and Transportation Director will meet with DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA/POC will meet with the Superintendent of the Regional Office of Education and the Deputy of Education and Transition Services with DCFS until resolution is reached. If a resolution still has not been made, DCFS will have the final say.

Response from the approved prior year Consolidated District Plan.

In the case of a dispute, the student will remain in their school of origin without interruption to transportation services while dispute is being resolved. The LEA/POC and Transportation Director will meet with DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA/POC will meet with the Superintendent of the Regional Office of Education and the Deputy of Education and Transition Services with DCFS until resolution is reached. If a resolution still has not been made, DCFS will have the final say.

*Required field

**Transportation Plan Development**

*******NOTE: This plan section is not required for the Department of Juvenile Justice******

***NOTE: Fields below may be prepopulated with data. Review any prepopulated data, copy and revise as needed in the box above it, and save the page.***

**1. Describe the process for determining how transportation will be provided to students who qualify, including the position of all individuals involved in the process.***

*Be sure to include the factors that should be considered when developing the transportation procedures for a student in foster care.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

The D300 LEA-POC, the DCFS case manager, school personnel, LEA-Transportation Director, and foster parents (if available) will consult to identify the best interest of the student. Consideration will be given to transportation needs specific to the student, mode of transportation and length of ride.The following factors will be considered when developing the transportation procedures for a student in foster care:1.Safety2.Duration of the need for services3.The time/length of travel time for the student each day4.Time of placement change5.Type of transportation available (yellow school bus, taxi cab, First Division vehicle, etc.)6.Traffic patterns7.Flexibility in school schedule8.Impact of extracurricular activities on transportation options.9.Maturity and behavioral capacity of student

Response from the approved prior year Consolidated District Plan.

The D300 LEA-POC, the DCFS case manager, school personnel, LEA-Transportation Director, and foster parents (if available) will consult to identify the best interest of the student. Consideration will be given to transportation needs specific to the student, mode of transportation and length of ride.The following factors will be considered when developing the transportation procedures for a student in foster care:1.Safety2.Duration of the need for services3.The time/length of travel time for the student each day4.Time of placement change5.Type of transportation available (yellow school bus, taxi cab, First Division vehicle, etc.)6.Traffic patterns7.Flexibility in school schedule8.Impact of extracurricular activities on transportation options.9.Maturity and behavioral capacity of student

**2. Indicate which options will be considered when developing the transportation plan. Check all that apply.***

- [x] a. Pre-existing transportation route
- [x] b. New transportation route
- [ ] c. Route-to-route hand-offs
- [ ] d. District-to-district boundary hand-offs
- [x] e. Other services for which student is eligible, such as IDEA transportation options
- [x] f. Options presented by DCFS worker
- [x] g. Alternatives not directly provided by the district/school such as taxis, carpools, public transportation, etc.

**IMPORTANT: All drivers transporting students (other than parents or legal guardians transporting their own students) in First Division vehicles MUST possess a valid school bus driver permit per Section 6-104(d) of the Vehicle Code. THIS INCLUDES TAXI CAB DRIVERS.**

- [ ] h. Other - describe
- [ ] i. Other - describe
- [ ] j. Other - describe

**3. Describe how all funding options selected above will be considered and coordinated when developing the transportation plan.***

*Be sure to include the funding options that should be considered when developing the transportation procedures for a student in foster care.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

First consideration will be to meet the students unique set of circumstances, following "best practices" and student's safety and security. Investigation of the use of title I funds, local funds, State Special Education funds, (for eligible students) IDEA funds ( for eligible students) and DCFS shared reimbursement.

Response from the approved prior year Consolidated District Plan.

First consideration will be to meet the students unique set of circumstances, following "best practices" and student's safety and security. Investigation of the use of title I funds, local funds, State Special Education funds, (for eligible students) IDEA funds ( for eligible students) and DCFS shared reimbursement.

**4. Describe the dispute resolution process to be utilized if the district/school and DCFS have difficulty coming to agreement on how to provide transportation for a particular student in need.***

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

Student will remain in their school of origin with transportation services being provided while dispute is being resolved. The LEA-POC and Transportation Director will meet with DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA-POC will meet with Kane County Regional Office of Education Assistant Superintendent and Deputy of Education and Transition Services with DCFS.

Response from the approved prior year Consolidated District Plan.

Student will remain in their school of origin with transportation services being provided while dispute is being resolved. The LEA-POC and Transportation Director will meet with DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA-POC will meet with Kane County Regional Office of Education Assistant Superintendent and Deputy of Education and Transition Services with DCFS.

**5. Describe how the district/school will provide or arrange for adequate and appropriate transportation to and from the school of origin while any disputes are being resolved.***

*NOTE: Include that the School Of Origin [SOO] is responsible for the transportation while all disputes are being resolved.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

The School Of Origin (SOO) is responsible for the transportation while all disputes are being resolved. The student's transportation will continue without interruption or change until there is a resolution.

Response from the approved prior year Consolidated District Plan.

The School Of Origin (SOO) is responsible for the transportation while all disputes are being resolved. The student's transportation will continue without interruption or change until there is a resolution.

**6. Describe how the district/school will ensure that all school personnel are aware of the transportation plan process and can initiate the process if they become aware of a student who is eligible for such services.***

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

*DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*

The transportation plan will be shared in writing with any and all appropriate staff at the building or administration level. Verbal Communication of the plan will take place at building level meetings. Additionally, the foster care transportation plan will be included in the annual "Youth in Care" training that all registers and administrators participate in . If staff become aware of a student who is eligible, the building principal of the SOO will be immediately notified and the plan will be implemented.

Response from the approved prior year Consolidated District Plan.

The transportation plan will be shared in writing with any and all appropriate staff at the building or administration level. Verbal Communication of the plan will take place at building level meetings. Additionally, the foster care transportation plan will be included in the annual "Youth in Care" training that all registers and administrators participate in . If staff become aware of a student who is eligible, the building principal of the SOO will be immediately notified and the plan will be implemented.

*Required field

**Board Approval, Certification, and Assurances** Instructions

☐ By checking this box, the applicant hereby certifies that he or she has read, understood and will comply with the assurances listed below, as applicable to the planning requirements of all included programs as applicable.

Provide the date on which the District Board approved the Consolidated District Plan.

Each district plan shall provide assurances that the district will, as applicable based on grant award(s):

1. ensure that migratory children and formerly migratory children who are eligible to receive services under this part are selected to receive such services on the same basis as other children who are selected to receive services under this part;
2. provide services to eligible children attending private elementary schools and secondary schools in accordance with section 1117, and timely and meaningful consultation with private school officials regarding such services;
3. participate, if selected, in the National Assessment of Educational Progress in reading and mathematics in grades 4 and 8 carried out under section 303(b)(3) of the National Assessment of Educational Progress Authorization Act (20 U.S.C. 9622(b)(3));
4. coordinate and integrate services provided under this part with other educational services at the district or individual school level, such as services for English learners, children with disabilities, migratory children, American Indian, Alaska Native, and Native Hawaiian children, and homeless children and youths, in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program;
5. collaborate with the State or local child welfare agency to
   A. designate a point of contact if the corresponding child welfare agency notifies the local educational agency, in writing, that the agency has designated an employee to serve as a point of contact for the local educational agency and
   B. by not later than 1 year after the date of enactment of the Every Student Succeeds Act, develop and implement clear written procedures governing how transportation to maintain children in foster care in their school of origin when in their best interest will be provided, arranged, and funded for the duration of the time in foster care, which procedures shall
      i. ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a cost-effective manner and in accordance with section 475(4)(A) of the Social Security Act (42 U.S.C. 675(4)(A))
      ii. ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the local educational agency will provide transportation to the school of origin if
         a. The local child welfare agency agrees to reimburse the local educational agency for the cost of such transportation;
         b. the local educational agency agrees to pay for the cost of such transportation; or
         c. the local educational agency and the local child welfare agency agree to share the cost of such transportation; and
6. ensure that all teachers and paraprofessionals working in a program supported with funds under this part meet applicable State certification and licensure requirements, including any requirements for certification obtained through alternative routes to certification; and
7. in the case of a local educational agency that chooses to use funds under this part to provide early childhood education services to low-income children below the age of compulsory school attendance, ensure that such services comply with the performance standards established under section 641A(a) of the Head Start Act (42 U.S.C. 9836a(a)).
8. each LEA that is included in the eligible entity is complying with Section 1112(e) prior to, and throughout, each school year as of the date of application;
9. the eligible entity is not in violation of any State law, including State consitututional law, regarding the education of English learners, consistent with sections 3125 and 3126;
10. the eligible entity consulted with teachers, researchers, school administrators, community members, public or private entities, and institutions of higher education, in developing and implementing such plan; and
11. the eligible entity will, if applicable, coordinate activities and share relevant data under the plan with local Head Start and Early Head Start agencies, including migrant and seasonal Head Start agencies, and other early childhood education providers.
12. Teacher English Fluency - each eligible entity receiving a subgrant under section 3114 shall include in its plan a certification that all teachers in any language instruction educational program for English learners that is, or will be, funded under this part are fluent in English and any other language used for instruction, including having written and oral communications skills.
13. in the case of a school district serving at least one English learner, and in accordance with Article 14C of the Illinois School Code, assurance is provided that at least 60% of the district's state funds attributable to ELs will be used for the instructional costs of programs and services authorized under this article.
14. in the case of a school district offering Transitional Bilingual Education programs, assurance is provided that the parent advisory committee was afforded the opportunity effectively to express its views in order to ensure that the EL programs are planned, operated, and evaluated with the involvement of, and in consultation with, parents of children served by the programs.
15. The district further assures that no policy of the LEA prevents, or otherwise denies participation in constitutionally protected prayer in public elementary schools and secondary schools as set forth in the Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools on the U.S. Department of Education's website.



**Grant Application Certifications and Assurances** Instructions

☐ By checking this box, the applicant/award recipient (hereinafter the term applicant includes award recipient as the context requires) hereby certifies and assures the Illinois State Board of Education that:

1. The applicant has the necessary legal authority to apply for and to receive the proposed award. The filing of this application has been authorized by the governing body of the applicant, and the undersigned representative has been duly

authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application and any award in relation thereto.

*The undersigned representative affirms, under penalties of perjury, that he or she is authorized to execute these Certifications and Assurances, and Standard Terms of the Grant on behalf of the applicant. Further, the applicant certifies under oath that all information in the grant agreement is true and correct to the best of his or her knowledge, information and belief, that grant funds shall be used only for the purposes described in this agreement, and that the award of this grant is conditioned upon this certification.*

**DEFINITIONS**

Applicant means an individual, entity or entities for which grant funds may be available and who has made application to the Illinois State Board of Education for an award of such grant funds.

Grant means the award of funds, which are to be expended in accordance with the Grant Agreement for a particular project. The terms grant, award, program, and project may be used interchangeably.

Grantee means the person, entity or entities that are to receive or have received grant funds through an award from the Illinois State Board of Education. The terms grantee and award recipient may be used interchangeably.

Project means the activities to be performed for which grant funds are being sought by the applicant. The terms project and program may be used interchangeably.

The capitalized word Term means the period of time from the project beginning date through the project ending date.

Termination means the ending of a grant, whether in whole or in part, at any time prior to the end of the grant Term, as stated in the Grant Agreement.

**LAWS AND REGULATIONS REGARDING FEDERAL AND STATE AWARDS**

The applicant acknowledges and agrees that this grant is subject to the provisions of:

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

Illinois Grant Accountability and Transparency Act (GATA), 30 ILCS 708/1 et seq.
http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3559&ChapterID=7

Administrative Rules for GATA, 44 Ill. Admin. Code Part 7000
https://ilga.gov/commission/jcar/admincode/044/04407000sections.html

**NO BINDING OBLIGATION**

2. The applicant acknowledges and agrees that the selection of its proposal for funding, or approval to fund an application, shall not be deemed to be a binding obligation of the Illinois State Board of Education until such time as a final Grant Agreement is entered into between the applicant and the Illinois State Board of Education. Prior to the execution of a final Grant Agreement, the Illinois State Board of Education may withdraw its award of funding to the applicant at any time, for any reason.
3. Payment under this grant is subject to passage of a sufficient appropriation by the Illinois General Assembly or sufficient appropriation by the U.S. Congress for federal programs. Obligations of the Illinois State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.
4. Funding in the subsequent years beyond the Term of the grant will be contingent upon compliance with federal and state law, regulations, administrative rules, terms and conditions of the award, passage of sufficient appropriations for the program, and satisfactory performance in the preceding grant period. Renewal decisions are at the sole discretion of the Illinois State Board of Education, and the receipt of an award in a current or previous Term does not create any right to or expectation of renewal in a subsequent Term.

**PROJECT**

5. The project proposed in the application, and as negotiated and finalized by the parties in the Grant Agreement, is hereinafter referred to as the project. In planning the project there has been, and in establishing and carrying out the project there will be (to the extent applicable to the project), participation of persons broadly representative of the cultural and educational resources of the area to be served, including persons representative of the interests of potential beneficiaries.
6. Applicants may be asked to clarify certain aspects of their proposals/applications or proposed amendments prior to final agreement on the terms of the project or amendment.
7. The project will be administered by or under the supervision of the applicant and in accordance with the laws and regulations applicable to the grant. The applicant will be responsible for and obtain all necessary permits, licenses, or consent forms as may be required to implement the project.

**FUNDING**

8. All funds provided will be used solely for the purposes stated in the approved proposal/application, as finalized in the Grant Agreement, in accordance with applicable federal and state statutes, regulations, administrative rules, and terms and conditions of the grant.
9. The applicant may not count tuition and fees collected from students towards meeting matching, cost sharing, or maintenance of effort requirements of a program, pursuant to 34 CFR 76.534.
10. The applicant will maintain records for three years following competition of the activities for which the applicant uses the federal or state funding, pursuant to 2 CFR 200.334.
11. If real property or structures are provided or improved with the aid of federal financial assistance, the applicant will comply with applicable statutes, regulations, and the project application in the use, encumbrance, transfer, or sale of such property or structure. If personal property is so provided, the applicant will comply with applicable statutes, regulations, and the project application in the use, encumbrance, transfer, disposal, and sale of such.
12. The applicant will have effective financial management systems which conform to the standards present in 2 CFR 200.302, which includes, but is not limited to, the ability to report financial data verifying compliance with program regulations and maintaining effective internal control over the operations of the approved grant.
13. The applicant will conform all activities conducted under the approved grant to the provisions contained within 2 CFR Part 200
14. All expenditures claimed in relation to a grant are subject to applicable federal and state laws, regulations, and administrative rules. Expenditures claimed in relation to an award are subject to cost allowability standards, as defined by the grant program and 2 CFR Part 200, and other applicable federal and state laws, regulations, and administrative rules. Failure to adhere to these requirements will lead to disallowed expenditures for which funds must be returned.
15. Adequacy tier designation under Evidence-Based Funding will be utilized by ISBE at its descretion pursuant to applicable law and agecny policy (105 ILCS 5/18-8.15).

**INVOLUNTARY TERMINATION**

16. The applicant will accept funds in accordance with applicable federal and state statutes, regulations, administrative rules, and terms and conditions of the award, and administer the programs in compliance with all provisions of such statutes, regulations, administrative rules, terms and conditions of the award, and amendments thereto.
17. Failure of applicant to comply with state and federal statutes, regulations, administrative rules, or the terms and conditions of the award may result in conditions placed on grantee, including, but not limited to, involuntary termination of a grant at the discretion of the Illinois State Board of Education, in whole or in part, in accordance with federal and state law and regulations.

**GENERAL CERTIFICATIONS AND ASSURANCES**

18. The applicant will obey all applicable state and federal laws, regulations, and executive orders, including without limitation: those regarding the confidentiality of student records, such as the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g) and the Illinois School Student Records Act (ISSRA) (105 ILCS 10/1 et seq.); those prohibiting discrimination on the basis of race, color, national origin, sex, age, or handicap, such as Title IX of the Amendments of 1972 (20 U.S.C. 1681 et seq.) and 34 CFR part 106, the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 34 CFR part 104, the Age Discrimination in Employment Act of 1967 (29 U.S.C. 621 et seq.), the Age Discrimination Act (42 U.S.C. 6101 et seq.) and 34 CFR part 110, Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 2000e et seq.) and 34 CFR part 100, the Public Works Employment Discrimination Act (775 ILCS 10/0.01 et seq.), and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.); and the Illinois School Code (105 ILCS 5/1-1 et seq.). Further, no award recipient shall deny access to the program funded under the grant to students who lack documentation of their immigration status or legal presence in the United States (Plyler v. Doe, 457 U.S. 202, 102 S.Ct. 2382 (1982)).

19. The applicant certifies it has informed the State Superintendent of Education in writing if any employee of the applicant/ grantee was formerly employed by the Illinois State Board of Education and has received an early retirement incentive under 40 ILCS 5/14-108.3 or 40 ILCS 5/16-133.3 (Illinois Pension Code). The applicant acknowledges and agrees that if such early retirement incentive was received, the Grant Agreement is not valid unless the official executing the agreement has made the appropriate filing with the Auditor General prior to execution.

20. The applicant shall notify the State Superintendent of Education if the applicant solicits or intends to solicit for employment any of the Illinois State Board of Educations employees during any part of the application process or during the Term of the Grant Agreement.

21. The applicant is not barred from entering into this contract by Sections 33E-3 and 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3, 33E-4). Sections 33E-3 and 33E-4 prohibit the receipt of a state contract by a contractor who has been convicted of bid-rigging or bid-rotating.

22. If the applicant is an individual, the applicant is not in default on an educational loan as provided in 5 ILCS 385/3.

23. The applicant certifies it does not pay dues or fees on behalf of its employees or agents or subsidize or otherwise reimburse them for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/1).

24. The applicant certifies that it is (a) current as to the filing and payment of any applicable federal, state and/or local taxes; and (b) not delinquent in its payment of moneys owed to any federal, state, or local unit of government.

25. Any applicant not subject to Section 10-21.9 of the School Code certifies that a fingerprint-based criminal history records check through the Illinois State Police and a check of the Statewide Sex Offender Database will be performed for all its employees, b) volunteers, and c) all employees of persons or firms holding contracts with the applicant/ grantee, who have direct contact with children receiving services under the grant; and such applicant shall not a) employ individuals, b) allow individuals to volunteer, or c) enter into a contract with a person or firm who employs individuals, who will have direct contact with children receiving services under the grant who have been convicted of any offense identified in subsection (c) of Section 10-21.9 of the School Code (105 ILCS 5/10-21.9(c)) or have been found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 (705 ILCS 405/2-1 et seq.).

26. The applicant hereby assures that when purchasing core instructional print materials published after July 19, 2006, the applicant/grantee will ensure that all such purchases are made from publishers who comply with the requirements of 105 ILCS 5/28-21, which instructs the publisher to send (at no additional cost) to the National Instructional Materials Access Center (NIMAC) electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard (NIMAS), on or before delivery of the print instructional materials. This does not preclude a grantee school district from purchasing or obtaining accessible materials directly from the publisher.

27. The applicant certifies that notwithstanding any other provision of the application, proposal, or Grant Agreement, grant funds shall not be used and will not be used to provide religious instruction, conduct worship services, or engage in any form of proselytization.

**JOINT APPLICATIONS - ADMINISTRATIVE AND/OR FISCAL AGENT**

28. Applicants/grantees participating in a joint application hereby certify that they are individually and jointly responsible to the Illinois State Board of Education and to the administrative and fiscal agent under the grant. An applicant/ grantee that is a party to the joint application and is a legal entity, or a Regional Office of Education, may serve as the administrative and/or fiscal agent under the grant.

29. The entity acting as the fiscal agent certifies that it is responsible to the applicant/grantee or, in the case of a joint application, to each applicant/grantee that is a party to the application; it is the agent designated and responsible for reports and for receiving and administering funds; and it will:

    a) Obtain fully executed Grant Application Certifications and Assurances forms from each entity or individual participating in the grant and return the forms to ISBE prior to award of the grant;

    b) Maintain separate accounts and ledgers for the project;

    c) Provide a proper accounting of all revenue from the Illinois State Board of Education for the project

    d) Properly post all expenditures made on behalf of the project;

    e) Be responsible for the accountability, documentation and cash management of the project, the approval and payment of all expenses, obligations, and contracts and hiring of personnel on behalf of the project in accordance with the Grant Agreement;

    f) Disburse all funds to joint applicants/grantees based on information (payment schedules) from joint applicants/grantees showing anticipated cash needs in each month of operation (The composite payment schedule submitted to ISBE should reflect monthly cash needs for the fiscal agent and the joint applicants/grantees.);

    g) Require joint applicants/grantees to report expenditures to the fiscal agent based on actual expenditures/ obligation data and documentation. Reports submitted to the Illinois State Board of Education should reflect actual expenditure/obligations for the fiscal agent and the data obtained from the joint applicants/ grantees on actual expenditures/obligations that occur within project beginning and ending dates;

    h) Be accountable for interest income earned on excess cash on hand by all parties to the grant and return applicable interest earned on advances to the Illinois State Board of Education;

    i) Make financial records available to outside auditors and Illinois State Board of Education personnel, as requested by the Illinois State Board of Education;

    j) Have a recovery process in place with all joint applicants/grantees for collection of any funds to be returned to the Illinois State Board of Education.

**DRUG-FREE WORKPLACE CERTIFICATION**

30. This certification is required by the Drug-Free Workplace Act (30 ILCS 580/1). The Drug-Free Workplace Act, effective January 1, 1992, requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the state unless that grantee or contractor has certified to the state that the grantee or contractor will provide a drug-free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant, and debarment of contracting or grant opportunities with the state of Illinois for at least one (1) year but not more than five (5) years.

    For the purpose of this certification, applicant, grantee, or contractor means a corporation, partnership, or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division, or other unit thereof, directly responsible for the specific performance under a contract or grant of $5,000 or more from the state

    The applicant certifies and agrees that it will provide a drug-free workplace by:

    a) Publishing a statement:

        1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in the grantees or contractors workplace.

        2) Specifying the actions that will be taken against employees for violations of such prohibition.

        3) Notifying the employee that, as a condition of employment on such contract or grant, the

A) Abide by the terms of the statement; and

B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) calendar days after such conviction.

b) Establishing a drug-free awareness program to inform employees about:

1) The dangers of drug abuse in the workplace;

2) The grantees or contractors policy of maintaining a drug-free workplace;

3) Any available drug counseling, rehabilitation, and employee assistance programs; and

4) The penalties that may be imposed upon an employee for drug violations.

c) Providing a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and posting the statement in a prominent place in the workplace.

d) Notifying the contracting or granting agency within ten (10) calendar days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 5 of the Drug-Free Workplace Act.

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

g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of the Drug-Free Workplace Act.

31. The applicant represents and warrants that all of the certifications and assurances set forth herein, in the application, all attachments, and the Grant Agreement are and shall remain true and correct through the Term of the grant. During the Term of the grant, the award recipient shall provide the Illinois State Board of Education with notice of any change in circumstances affecting the certifications and assurances within ten (10) calendar days of the change. Failure to maintain all certifications and assurances or provide the required notice will result in the Illinois State Board of Education withholding future project funding until the award recipient provides documentation evidencing that the award recipient has returned to compliance with this provision, as determined by the Illinois State Board of Education.

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**
**Lower Tier Covered Transactions**

Instructions

This certification is required by the regulations implementing Executive Orders 12549 and 12689, Debarment and Suspension, 2 CFR part 3485, including Subpart C Responsibilities of Participants Regarding Transactions (also see federal guidance at 2 CFR part 180). Copies of the regulations may be obtained by contacting the Illinois State Board of Education.

**Before completing this certification, read instructions below.**

**CERTIFICATION**

☐ By checking this box, the prospective lower tier participant certifies that:

1. Neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
2. It will provide immediate written notice to whom this Certification is submitted if at any time the prospective lower tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances;
3. It shall not knowingly enter any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated;
4. It will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions; and
5. The certifications herein are a material representation of fact upon which reliance was placed when this transaction was entered into.

**Instructions for Certification**

1. By checking the box and saving this page, the prospective lower tier participant is providing the certifications set out herein.
2. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue all available remedies, including suspension and/or debarment.
3. Except for transactions authorized under paragraph 3 above, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue all available remedies, including suspension and/or debarment.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used herein, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549 and Executive Order 12689.You may contact the person to which this Certification is submitted for assistance in obtaining a copy of those regulations.
5. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the "GSA Government-Wide System for Award Management Exclusions" (SAM Exclusions) at:

   www.sam.gov
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required herein. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

v1.2019

**Certification Regarding Lobbying**

Instructions

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

☐ By checking this box, the applicant hereby certifies, to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the contractor/grantee, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the contractor/grantee shall complete and submit ISBE 85-37"Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

v1.2021

**GEPA 442 Assurances**

Instructions

☐ By checking this box, the applicant/award recipient (hereinafter the term applicant includes award recipient as the context requires), hereby certifies and assures the Illinois State Board of Education that:

1. The applicant has the necessary legal authority to apply for and to receive the proposed award. The filing of this application has been authorized by the governing body of the applicant, and the undersigned representative has been duly authorized to file this application for and in behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application and any award in relation thereto.

**DEFINITIONS**

"APPLICANT" means an individual, entity or entities for which grant funds may be available and has made application to the Illinois State Board of Education for an award of such grant funds.

"LEA" means the local educational agency.

"AWARD RECIPIENT" means the person, entity or entities that are to receive or have received grant funds through an award from the Illinois State Board of Education. The terms "grantee" and "award recipient" may be used interchangeably.

"GRANT" means the award of funds, which are to be expended in accordance with the Grant Agreement for a particular project, in accordance with applicable federal and state statutes, regulations, administrative rules, and terms and conditions of the award. The terms "grant", "award" and "project" may be used interchangeably.

"PROGRAM" means any applicable program under which federal funds are made available to the applicant.

"PROJECT" means the activities to be performed for which grant funds are being sought by the applicant.

"SECRETARY" means the Secretary of Education.

**PROJECT**

2. The LEA will administer each Program in accordance with all applicable statutes, regulations, program plans, and applications;
3. The control of funds provided to the LEA under each Program and title to property acquired with those funds, will be in a public agency and that a public agency will administer those funds and property;
4. The LEA will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, federal funds paid to that agency under each Program, in accordance with 2 CFR 200.302 and 2 CFR 200.303 and the Illinois State Board of Education's State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures manual, maintained on the Illinois State board of Education's Internet website. The LEA's administration and expenditure of Program funds shall be in accordance with all applicable requirements of the Education Department General Administrative Regulations (EDGAR), 2 CFR 200, and other applicable federal state statutes, regulations, and administrative rules.
5. The LEA will make reports to ISBE and to the Secretary as may reasonably be necessary to enable ISBE and the Secretary to perform their duties and meet federal reporting requirements, and the LEA will maintain such records, including the records required under 20 U.S.C. 1232f, and provide access to those records, as ISBE or the Secretary deem necessary to perform their duties;
6. The LEA will provide reasonable opportunities for the participation by teachers, parents, and other interested agencies, organizations, and individuals in the planning for and operation of each Program;
7. An application, evaluation, periodic program plan or report relating to each Program will be made readily available to parents and other members of the general public;
8. In the case of any Program project involving construction: (A) the project will comply with state requirements for the construction of school facilities; and (B) in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary under 29 U.S.C. 794 in order to ensure that facilities constructed with the use of federal funds are accessible to and usable by individuals with disabilities;
9. The LEA has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each Program significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects; and
10. None of the funds expended under any applicable Program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or an affiliate of such an organization.



**Assurances** Instructions

GRANT AGREEMENT: The submissions made to the Illinois State Board of Education by the applicant and the terms and conditions described in each tab of this application shall constitute the grant agreement between the applicant and the Illinois State Board of Education for the use of the funds described in the Budget Detail tab. This grant agreement shall be deemed to be entered into when the application has been approved by the Illinois State Board of Education. This grant agreement constitutes the entirety of the agreement between the parties and supersedes any other agreement or communication, whether written or oral, relating to the award of the grant funds. The person submitting this application on behalf of the applicant certifies and assures the Illinois State Board of Education that he or she has been duly authorized to file this application for and on behalf of the applicant, is the authorized representative of the applicant in connection with this grant agreement, and that he or she is authorized to execute these Certifications and Assurances, and Standard Terms of the Grant on behalf of the applicant. Further, the person submitting this application on behalf of the applicant certifies under oath that all information in the grant agreement is true and correct to the best of his or her knowledge, information and belief, that grant funds shall be used only for the purposes described in this agreement, and that the award of this grant is conditioned upon this certification. This grant agreement may not be amended or modified except as by receiving approval for an amendment through the IWAS application process or otherwise by the approval of the Illinois State Board of Education. By hitting Submit on the Submit page, this grant agreement shall be deemed to be executed on behalf of the applicant.

The authorized representative of the applicant who will affix his or her signature below certifies that he or she has read, understood and will comply with all of the provisions of the following certifications and assurances.

The person approving these Grant Application Certifications and Assurances hereby certifies and assures the Illinois State Board of Education that the person submitting the final application on behalf of the applicant (and thereby executing the grant agreement with the Illinois State Board of Education) has the necessary legal authority to do so.

The person approving this application certifies (1) to the statements contained in the list of certifications, and (2) that the statements herein are true, complete and accurate to the best of his/her knowledge. He/she also provided the required assurances and agrees to comply with any resulting terms if an award is accepted. He/she is aware that any false, fictitious, or fraudulent statements or claims may subject him/her to criminal, civil or administrative penalties, in accordance with applicable federal and state law, including, but not limited to, 18 U.S.C. 101, the federal False Claims Act (31 U.S.C. 3729 et seq), and the Illinois False Claims Act (740 ILCS 175/). The list of certification and assurances is included below and/or incorporated into the Uniform Grant Agreement pages contained herein.

NOTE: These boxes will be automatically filled in as each of the separate certifications/assurances are read and completed.

- [ ] Assurances for all covered programs
- [ ] Grant Application Certifications and Assurances (State Assurances)
- [ ] Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion See the Overview page for instructions
- [ ] Certification Regarding Lobbying
- [ ] GEPA 442 Assurances

Not calling IWAS Web Servic

Signature of School District Superintendent / Agency Administrator

Signature of Board-Certified Delegated Authority for the School District Superintendent

**Submit** Instructions

**Assurances must be reviewed and approved by your Local IWAS Administrator before you can submit your application.**

Consistency Check Lock Application Unlock Application

| | |
|---|---|
| Application was created on: | 3/31/2021 |
| Assurances | |
| District Data Entry | |
| Business Manager | |
| District Administrator | |
| ISBE Program Admin 1 | |
| ISBE Program Admin 2 | |
| ISBE Program Admin 3 | |
| ISBE Program Admin 4 | |

**Application History**(Read Only) Instructions

**This Application has not been submitted**

**Page Review Status** Instructions

Expand All

| Consolidated District Plan | | | | | | | Page Status | Open Page for editing |
|---|---|---|---|---|---|---|---|---|
| Consolidated District Plan | | | | | | | | |
| Contact Information | | | | | OPEN | | | |
| Coordinated Funding | | | | | OPEN | | | |
| Plan Specifics | | | | | | | | |
| Needs Assessment Impact | | | OPEN | | | | | |
| Stakeholders | | | OPEN | | | | | |
| Private Schools Participation | | | OPEN | | | | | |
| Preschool Coordination | | | OPEN | | | | | |
| Student Achievement | | | OPEN | | | | | |
| College and Career | | | OPEN | | | | | |
| Professional Development | | | OPEN | | | | | |
| Safe Learning Environment | | | OPEN | | | | | |
| Title I Specific Pages | | | | | | | | |
| Title I Specific - Part One | OPEN | | | | | | | |
| Title I Specific - Part Two | OPEN | | | | | | | |
| IDEA Specific Requirements | | | OPEN | | | | | |
| Foster Care Transportation | | | | | | | | |
| Foster Care Plan Contacts | OPEN | | | | | | | |
| BID - School Stability | OPEN | | | | | | | |
| Foster Care Transportation Plan | OPEN | | | | | | | |
| Assurance Pages | | | | | | | | |
| Plan Assurances | | | OPEN | | | | | |
| State Assurances | | | OPEN | | | | | |
| Debarment | | | OPEN | | | | | |
| Lobbying | | | OPEN | | | | | |
| GEPA 442 | | | OPEN | | | | | |
| AssurancesText | | | OPEN | | | | | |
| Assurances | | | OPEN | | | | | |

Save

**Selectable Application Print**

| **Request Print Job** |
| --- |
| Consolidated District Plan |
| **Requested Print Jobs** |
| Requested by nancyoesterreich on 5/25/2021 |
| **Completed Print Jobs** |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

| | | | |
|---|---|---|---|
| **DATE:** | **May 24, 2021** | **Presented at the following Board Meetings** | |
| **TO:** | Fred Heid, Superintendent<br>Board of Education | **Construction/Facility** | |
| | | **Finance** | |
| | | **Policy/Legislative** | |
| **FROM:** | Linda Keyes | **School Utilization** | |
| | | **BOE 1st Reading** | 06/08/2021 |
| | | **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT: Approval of Revised Board Meeting Calendar**

**Background**

Attached is the revised Board Meeting Calendar for the 2021-2022 Fiscal Year.

**Administrative Recommendation**

The Administration recommends approval of the calendar.

# DISTRICT 300

## 2021-2022

## Board of Education Meeting Schedule

**District 300 Central Office**
**2550 Harnish Drive**
**Algonquin, IL 60102**
**6:00 p.m. Call to order, closed session**
**6:30 p.m. Reconvene in open session**

| Date | |
|---|---|
| Tuesday, July 13, 2021 | Workshop/Business Meeting |
| Tuesday, August 10, 2021 | Workshop |
| Tuesday, August 24, 2021 | Business Meeting |
| Tuesday, September 14, 2021 | Workshop |
| Tuesday, September 28, 2021 | Business Meeting |
| Tuesday, October 12, 2021 | Workshop |
| Tuesday, October 26, 2021 | Business Meeting |
| Tuesday, November 9, 2021 | Workshop/Business Meeting |
| Tuesday, December 14, 2021 | Workshop/Business Meeting |
| | |
| Tuesday, January 11, 2022 | Workshop |
| Tuesday, January 25, 2022 | Business Meeting |
| Tuesday, February 8, 2022 | Workshop |
| Tuesday, February 22, 2022 | Business Meeting |
| Tuesday, March 15, 2022 | Workshop/Business Meeting |
| Tuesday, April 12, 2022 | Workshop |
| Tuesday, April 26, 2022 | Business Meeting |
| Tuesday, May 10, 2022 | Workshop |
| Tuesday, May 24, 2022 | Business Meeting |
| Tuesday, June 14, 2022 | Workshop |
| Tuesday, June 28, 2022 | Business Meeting |

**Board meetings are scheduled for the second and fourth Tuesday of the month. The schedule intentionally did not schedule two regular meetings in July, November, December or March.*

**COMMUNITY UNIT SCHOOL DISTRICT 300**

**HUMAN RESOURCES REPORT**

June 22, 2021
Page 1

## ADMINISTRATORS

1. Recommend the following be employed by Community Unit School District 300 for the **2021 – 2022** school year and be compensated according to the Certified Administrator's and Supervisory Staff Compensation & Benefits Handbook:

| Name | Position | Location | Annual Salary | Effective |
|---|---|---|---|---|
| Breisch, William | Principal | Carpentersville Middle School | $116,221 | July 1, 2021 |
| Herrera, Nicholas | Dean of Students | Carpentersville Middle School | $75,078 | July 1, 2021 |
| Kos, Alison | Director of Professional Development and Programs | Central Office | $116,221 | July 1, 2021 |

## RESIGNATION - ADMINISTRATORS

1. Recommend approval of the following letter of resignation:

| Name | Position | Location | Effective |
|---|---|---|---|
| Sharp, Lindsay | Coordinator of College and Career Readiness | Central Office | June 30, 2021 |

## RETIREMENT - ADMINISTRATORS

None

## CERTIFIED PERSONNEL

None

## OTHER EMPLOYMENT - CERTIFIED PERSONNEL

1. Recommend the following be approved for **first year probationary contract** for the 2021 – 2022 school year:

| | | |
|---|---|---|
| Biesiada | Danielle | Westfield Community School |
| Okrzesik | Kristen | Hampshire Elementary School |
| Reyes Anaya | Maria | Meadowdale Elementary School |

Leave of absence requests are attached separately for Board of Education approval.

2. Recommend the following be approved for **second year probationary contract** for the 2021 – 2022 school year:

| | | |
|---|---|---|
| Alvarado | Maritza | Meadowdale Elementary School |

3. Recommend the following be approved for **third year probationary contract** for the 2021 – 2022 school year:

| | | |
|---|---|---|
| Bustamante | Kristina | Lakewood Elementary School |
| Danzinger | Ryan | Carpentersville Middle School |
| Davenport | Shaugn | Jacobs High School |
| Rodriguez | Emily | Westfield Community School |
| Swanson | Kelli | Hampshire High School |

4. Recommend the following be approved for **fourth year probationary contracts** for the 2021 – 2022 school year:

| | | |
|---|---|---|
| Anderson | Lisa | Dundee-Crown High School |
| Bolander | Kelsey | Hampshire Elementary School |
| Hall | Rose | Perry Elementary School |
| Kovell | Erin | District Locations |
| Menos | Stephanie | deLacey Family Education Center |
| Swanson | Melissa | Carpentersville Middle School |
| Whitehair | Krista | Hampshire High School |

5. Recommend the following be approved for **tenure status** for the 2021 – 2022 school year:

| | | |
|---|---|---|
| Cook | Julie | Algonquin Lakes Elementary School |
| Deluga | Darcy | Algonquin Lakes Elementary School |
| Goetz | Kathryn | Lake in the Hills Elementary School |
| Stawychny | Karlie | Oak Ridge School |

## RESIGNATION – CERTIFIED PERSONNEL

1. Recommend approval of the following letters of resignation:

| Name | Position | Location | Effective |
|---|---|---|---|
| Chau, Somphol | Art | Liberty Elementary School & Sleepy Hollow Elementary School | May 25, 2021 |

Leave of absence requests are attached separately for Board of Education approval.

| Name | Position | Location | Effective |
|---|---|---|---|
| Hejny, Amanda | Behavior Disorder | Westfield Community School | May 25, 2021 |
| Manthey, Denise | Mental Health Counselor | Perry Elementary School | May 25, 2021 |
| Pingel, Sarah | Math | Dundee-Crown High School | May 25, 2021 |
| Schmit, Jillian | Interventionist – ELA | Lakewood Elementary School | May 25, 2021 |
| Vorel, Taylor | Speech Language Pathologist | Hampshire Elementary School | May 25, 2021 |
| Weir, Jessica | Instructional Coach - Math | District Locations | May 25, 2021 |

2. Recommend approval of the following letter of resignation from a member currently on leave, effective at the close of the 2020-2021 school year:

| Name | Position | Location |
|---|---|---|
| Hoppe, Krystal | 1st Grade | Golfview Elementary School |

**OTHER RESIGNATION - CERTIFIED PERSONNEL**

None

**RETIREMENT – CERTIFIED PERSONNEL**

None

**DISMISSAL – CERTIFIED PERSONNEL**

None

**SUPERVISOR/MANAGER – EDUCATIONAL SUPPORT PERSONNEL**

None

**RESIGNATION – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL**

None

Leave of absence requests are attached separately for Board of Education approval.

## RETIREMENT – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

## DISMISSAL – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

## EDUCATIONAL SUPPORT PERSONNEL

1. Recommend employment of the following educational support personnel:

| Name | Position | Location | Hourly Rate | Type |
|---|---|---|---|---|
| Westfall, Ian | Technology Coordinator | District Locations | $19.79 | Replacement |

## RESIGNATION – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following letter of resignation:

| Name | Position | Location | Effective |
|---|---|---|---|
| Flowers, Sarah | Paraeducator | Neubert Elementary School | May 25, 2021 |

## DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend dismissal of the following probationary employee, pursuant to Section 1.8 Probationary Period of the 2020-2021 Non-Union Group Handbook:

| Name | Position | Location | Effective |
|---|---|---|---|
| Filar, Catherine | HRIS Coordinator | Central Office | June 11, 2021 |

## RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following requests to retire:

| Name | Position | Location | Effective |
|---|---|---|---|
| Henrickson, Susan | Paraeducator | Hampshire Elementary School | May 25, 2021 |
| Stadie, Laura | Paraeducator | Hampshire Elementary School | May 25, 2021 |

Leave of absence requests are attached separately for Board of Education approval.

## COACHING/VOLUNTEER – EDUCATIONAL SUPPORT PERSONNEL

None

## DISTRICT POSITION TRANSFERS

1. Recommend position transfer of the following personnel:

| Current Class | Name | Current Position | Current Location | New Class | New Position | CBA/ Handbook | Lane-Step | New Location | Effective Date |
|---|---|---|---|---|---|---|---|---|---|
| DESPA | Arguedas, Mary | Secretary – Office | CMS | Same | Family School Liaison | DESPA | D 3 | Same | 06/07/2021 |
| NUGEX | DeFauw, Garrett | Multi-Media Communications Manager | CO | ADMIN | Director of Communication Services | ADMIN | G 1 | Same | 07/01/2021 |
| ADMIN | Freeman, Elizabeth | Director of Professional Development & Programs | CO | ADMIN | Chief Academic Officer | ADMIN | A 1 | Same | 07/01/2021 |
| DESPA | Lyday, Emily | Administrative Assistant, Teaching & Learning | CO | NUG | Executive Assistant to the Deputy Superintendent | NUG | 13 9 | Same | 07/01/2021 |
| ADMIN | McGinn, Anthony | Director of Communication Services | CO | ADMIN | Chief of Communications | ADMIN | D 1 | Same | 07/01/2021 |
| ADMIN | McMahon, Kara | Chief Academic Officer | CO | ADMIN | Deputy Superintendent | ADMIN | AA 8 | Same | 07/01/2021 |
| ADMIN | Mora, Eberto | Executive Director of HR | CO | ADMIN | Assistant Superintendent of Human Resources | ADMIN | B 10 | Same | 07/01/2021 |
| ADMIN | Pasco, Anne | Executive Director of Innovation | CO | ADMIN | Assistant Superintendent of Innovation | ADMIN | B 3 | Same | 07/01/2021 |
| ADMIN | Porter, Jennifer | Director of Finance | CO | ADMIN | Chief Financial Officer/CSBO | ADMIN | A 9 | Same | 07/01/2021 |
| ADMIN | Sainsbury, Kristin | Assistant Superintendent of Title I Schools | CO | ADMIN | Chief of Schools | ADMIN | A 1 | Same | 07/01/2021 |
| ADMIN | Smith, Martina | Principal | CMS | ADMIN | Director of Employee and Labor Relations | ADMIN | D 4 | CO | 07/01/2021 |
| DESPA | Stratton, Diane | Assistant, Director of Technology | CO | NUGEX | Executive Assistant to the Superintendent | NUG | 14A 6 | Same | 07/01/2021 |
| ADMIN | Troy, Jennifer | Assistant Principal | GES | ADMIN | Principal | ADMIN | E 1 | Same | 07/01/2021 |
| ADMIN | Zieleniewski, Craig | Principal | GES | ADMIN | Director of Academic MTSS | ADMIN | D 11 | CO | 07/01/2021 |

Leave of absence requests are attached separately for Board of Education approval.

**Freedom of Information**
**Board Report**
**June 8, 2021**

| FOIA# | Date of Request | Requestor | Subject | Date Completed/ STATUS | Time to complete in hours |
|---|---|---|---|---|---|
| 43-2021 | 4/21/2021 | Zoe Yalcin<br>**SmartProcure** | **Commercial Purpose** - Requesting any and all purchasing records from Feb 2, 2021, to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person, and their email address. | Completed 5/20/2021 | 2 |

**Freedom of Information**
**Board Report**
**June 22, 2021**

| FOIA# | Date of Request | Requestor | Subject | Date Completed/ STATUS | Time to complete in hours |
|---|---|---|---|---|---|
| 49-2021 | 6/2/2021 | Robert Nelson<br>**CSA** | **Commercial Purpose** - Any/all contracts for copiers, printers, multi-function printers, color & b/w production printers, to include equipment lease agreements, service/maintenance agreements, cost-per-page agreements, all associated invoices, et. Al | Pending | |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

DATE: May 18, 2021

TO: Fred Heid, Superintendent
Board of Education

FROM: Shelley Nacke
Assistant Superintendent of
Education Services

RE**:** Student Support Services Contract
- Renewal

| | Presented at the following Board Meetings: | On: |
|---|---|---|
| | **Construction/Facility** | |
| | **Finance** | |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 06/08/2021 |
| X | **BOE 2nd Reading** | 06/22/2021 |

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**Background**

This contract is a renewal for professional services for substance abuse and mental health screenings along with counseling services for At-Risks Students. The services also include prevention education for faculty and students, re-entry counseling, and support for students returning from treatment. The contract price for 2021-2021 is $360,000. This is an increase of $44,000 and is due to the increase in the marketplace salary schedules that have occurred during the past year to recruit and employ Mental Health Professionals. The contract will be paid for out of the Education Services Budget.

The services covered for the contract include:

- Five SAP's (2 full time twelve month staff and 3 ten month staff)
- Student Preventive Education Intervention Services: In-Person and Virtual
- Parent Education
- Staff Education
- Health Education Class Support and Presentations
- Mental Health Support

**Recommendation**

The Administration recommends approving the contract for Rosecrance as presented.

# Student Assistance Program Agreement

This Agreement made and entered into by and between Rosecrance, Inc., an Illinois not for profit corporation, ("Rosecrance") and Community District 300 (herein referred to as "District").

**WHEREAS,** District requires integrated substance use and mental health screenings and assessments and early intervention services for its students;

**WHEREAS,** Rosecrance represents that it is qualified and skilled in providing such services; and

**WHEREAS,** District and Rosecrance deem it mutually desirable to enter into an agreement for the provision of integrated substance use and mental health screenings and assessments and early intervention services by Rosecrance to District's students on an independent contractor basis.

**NOW, THEREFORE,** in consideration of the foregoing, the mutual agreements hereinafter set forth and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, District and Rosecrance hereby agree to the following:

## Section 1 Duties and Responsibilities of Rosecrance

Rosecrance will provide the substance use screenings and assessments and early intervention Services as listed on Exhibit A ("Services"). Rosecrance will assign two full-time Rosecrance Student Assistant Professional (SAP) Counselors to deliver the services throughout the year. The SAP Counselors will work full-time in the District's schools while schools are in session. Rosecrance will also assign three part-time SAP Counselors to provide 28 hours of Services per week onsite while schools are in session. Rosecrance staff are available to provide virtual services when school is not in session, including during school holidays and summer break.

The SAP Counselors will be assigned to the District's four high schools and the District's middle schools according to a rotation and schedule mutually agreeable to both parties.

## Section 2 Duties and Responsibilities of District

The District shall:

a. Assign appropriate staff to work with the SAP Case Manager/Counselor.

b. Provide an office, group room, computer, phone, locked file cabinet and access to a fax machine.

c. Perform in-service trainings and orientation to the SAP Case Manager/Counselor at the beginning of the contract year.

d. Facilitate referrals to Rosecrance Services and facilitate obtaining consents for the release of information to be shared among the Parties.

**Section 3 Confidentiality**

The Parties acknowledge that the records produced by each entity in the normal course of business and the information contained therein is governed by various State and federal laws related to record maintenance, access, and release, and confidentiality of the information contained therein. Under substance abuse and mental health confidentiality laws, this includes information related to the fact that a client sought or may be receiving services. For Rosecrance, the primary governing laws include: *Health Insurance Portability and Accountability Act* (HIPAA), 42 USC §1320d-1320d-8; 45 CFR part 164 (privacy and security provisions); the *Alcoholism and Drug Abuse and Dependency Act*, 20 ILCS 300/1-1 et seq.; the *Illinois Mental Health and Developmental Disabilities Confidentiality Act*, 740 ILCS 110/1 et seq; and the Federal Confidentiality of Alcohol and Drug Abuse Patient Records (42 U.S.C. 290dd-2 and its implementing regulation, 42 CFR Part 2). For District, the primary laws governing student records and student record information are the *Family Educational Rights and Privacy Act*, 20 USC 1232g (FERPA), the *School Student Records Act*, 105 ILCS 10/1 et seq., and the *Local Records Act*, 50 ILCS 5/1 et seq. The Parties further acknowledge and agree that educational records covered by FERPA are excluded from the definition of protected health information under HIPAA.

Based upon the above understanding, records produced by each Party in the regular course of business, pursuant to the terms of this Agreement, shall belong to the entity that provided the service to the student. Each Party is responsible for maintaining policies, practices, and procedures applicable to its respective records as required by State and Federal laws and their implementing regulations. This includes management of requests for access to and the release of records or record information, unless otherwise set forth in this Agreement. The District agrees that protected information cannot be shared by Rosecrance without appropriate releases, authorizations, or consents necessary to use or disclose protected health information or mental health/substance use disorder information. The obligations set forth in the section shall survive the termination of this Agreement.

**Section 4 Compensation**

The District will pay to Rosecrance the amount of $360,000 for the Services set forth in Exhibit A. One invoice will be issued at the beginning of the semester in July 2021 for the total contract value. The invoice is payable by District upon receipt. With respect to the unpaid amount of any invoice not paid in full within 30 days of receipt, a finance charge of 1% per month, payable from the date of the invoice to the date payment is received, shall be due and payable to Rosecrance. In addition, District shall indemnify Rosecrance for its costs, including reasonable attorneys' fees and disbursements, incurred to collect any unpaid amount.

**Section 5 Term**

This Agreement commences on July 1, 2021 and continues until June 30, 2022.

**Section 6 Termination**

Either party may terminate this Agreement without cause by providing at least thirty (30)

days' prior written notice to the other party in accordance with Section 10. In the event of termination, District will provide payment to Rosecrance for all services rendered up to the termination date on a pro rata basis. Further, any termination of this Agreement shall be without prejudice to any other right or remedy to which the terminating party shall be entitled, either at law or in equity, under this Agreement or otherwise.

**Section 7 Independent Contractor Status**

This Agreement shall not be construed to create any relationship between the parties other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of this Agreement. The parties shall be independent contractors and none of them shall be construed to be the agent, partner, joint venture, or representative of the other. The parties agree that no party shall have the express or implied right or authority to assume or create any obligation or responsibility on behalf of or in the name of any other party except as otherwise expressly provided in this Agreement.

**Section 8 Indemnification**

Each party shall indemnify, defend and hold harmless the other party and its officers, directors, employees, agents, successors and assigns against any and all claims, demands, damages, interest or penalties arising out of the breach of this Agreement by or the negligence or intentional misconduct of the indemnifying party or its present or former employees, agents or contractors. Any party seeking indemnification under this section will promptly notify the other party in writing of any actual, potential or threatened action, suit or proceeding to which it believes such indemnity applies. Any party seeking indemnification shall assist the indemnifying party in the defense of any action to the extent reasonably possible. The obligations set forth in the section shall survive the termination of this Agreement.

**Section 9 Insurance**

During the term of this Agreement, Rosecrance, at its sole cost and expense, shall carry and maintain comprehensive general liability insurance, insuring against all liability of Rosecrance arising out of the services provided pursuant to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence and Two Million Dollars ($3,000,000) general aggregate. Rosecrance shall also carry Automobile Liability and Professional Liability Insurance with a combined single limit of $1,000,000. Rosecrance shall also keep and maintain Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under the Illinois Workers' Compensation Act and any similar laws for Rosecrance's respective employees. In addition, Rosecrance shall carry umbrella liability insurance that follows form coverage with a minimum combined single limit of One Million dollars ($4,000,000.00) per occurrence and One Million Dollars ($4,000,000) general aggregate. The liability insurance shall include sexual abuse and molestation coverage.

All insurers shall be licensed by the State of Illinois and rated A+-VII or better by AM. Best or comparable rating service. Rosecrance shall provide District with certificates of insurance upon request that are reasonably acceptable to District evidencing the existence of the coverage

described above, including form and deductibles, during the duration of this Agreement. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling District to terminate this Agreement immediately.

**Section 10 Notice**

All notices, requests, approvals, demands, and other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given and to be effective when delivered personally (including delivery by express or courier service) or, if mailed, three (3) business days after being deposited, postage prepaid, certified or registered mail, return receipt requested, in the United States mail bearing the address shown in this Agreement, for, or such other address as may be designated in writing hereafter by, such party:

**If to Rosecrance:**
Rosecrance Inc.
Attn: General Counsel
1021 N. Mulford Road
Rockford, IL 61107

**If to District:**
District 300
Central Office
2550 Harnish Drive
Algonquin, IL 60102

**Section 11 Amendments**

Neither this Agreement nor any term or provision hereof may be changed, waived, discharged, or terminated except by an instrument in writing signed by the party against which the enforcement of the change, waiver, discharge, or termination is sought.

**Section 12 Assignment**

The Services provided hereunder may be carried out by professional subcontractors of Rosecrance. Notwithstanding the foregoing, the parties expressly agree that this Agreement shall not be assigned except with the written consent of the other party.

**Section 13 Severability**

The invalidity of any provision of this Agreement shall not impair the validity of any other provision. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, that provision shall be deemed as severable from other sections or provisions of this Agreement.

**Section 14 Non-Solicitation**

During the Term of this Agreement and for one (1) year following expiration or termination of this Agreement for any reason, each party agrees not to solicit or hire directly or indirectly (including through any affiliate or subsidiary) any of the other's employees or contractors who provided Services under this Agreement without the prior written consent of the other party. This Section shall survive termination or expiration of this Agreement.

**Section 15 Waiver**

No delay or failure to exercise any right under this Agreement by either party shall operate as a waiver of such right or of any other rights under this Agreement. A waiver on one occasion shall not be construed as a bar to or waiver of any such right or remedy on any future occasion.

**Section 16 Governing Law**

This Agreement shall be subject to and construed under the laws of the State of Illinois.

**Section 17 Entire Agreement**

This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof.

**IN WITNESS HEREOF,** the parties hereto have caused this Agreement to be duly executed and delivered by their proper and duly authorized officers as of the date specified thereon.

| | |
|---|---|
| COMMUNITY DISTRICT 300 | ROSECRANCE, INC. |
| By: _____ | By: _____ |
| Name: Susan Harkin | Name: _____ |
| Title: Chief Operating Officer | Title: _____ |
| Date: _____ | Date: _____ |

**EXHIBIT A**
**SERVICES**

SUMMARY OF POTENTIAL PROGRAM SERVICES TO BE PROVIDED AT THE DISTRICT'S SCHOOLS:

1. Prevention education for faculty as agreed upon by the parties.

2. Training and orientation to the SAP Counselor for both faculty and students at the beginning of each academic school year as requested by the District.

3. Conduct substance use disorder pre-assessment screenings or mental health screenings with at risk students as appropriate.

4. Perform interventions with substance using students as requested.

5. Perform student referral and follow-up as appropriate for substance use disorder or mental health treatment.

6. Participate in re-entry conferences with students returning from substance use disorder or mental health treatment and respective District personnel when requested.

7. Prevention education and support for parents as agreed upon by both parties.

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

DATE: June 8, 2021

TO: Fred Heid, Superintendent
Board of Education

FROM: Shelley Nacke, Assistant Superintendent
Education Services

RE**:** Psychological Services (Renewal)

| | Presented at the following Board Meetings: | On: |
|---|---|---|
| | **Construction/Facility** | |
| | **Finance** | |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | June 8, 2021 |
| X | **BOE 2nd Reading** | June 22, 2021 |

**Background**

This is a renewal contract for substitute psychological and social workers professionals to perform an evaluation as needed for students for IEP compliance and who speak languages where it is hard to find a related service professional who speaks that language. This would also be used for the current opening at Liberty Elementary, Perry Elementary, Meadowdale Elementary, District and any possible FMLA leaves. This contract will be paid for out the Special Education Department budget. IDEA funding is available for the psychologist.

**Recommendation**

The administration recommends the approval of this contract.

CENTER FOR SPECIAL EDUCATION SERVICES
400 Skokie Blvd., Suite #245
Northbrook, IL 60062
www.csesgroup.com

# ***SERVICES AGREEMENT***

THIS SERVICES AGREEMENT ("Agreement") is made on **May 26th, 2021** by and between ***Center for Special Education Services*** ("CSES"), an Illinois Limited Liability Company, and ***Community Unit School District 300*** ("CLIENT"), an Illinois School District. (Collectively, CSES and CLIENT may be referred to as the "Parties" and each individually as a "Party"). This Agreement is made with reference to the following facts:

WHEREAS, CSES specializes in providing school related professional services and is willing to provide its services to CLIENT;

WHEREAS, CLIENT desires to have services provided by CSES;

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CSES and CLIENT, intending to be legally bound, hereby agree as follows:

**1. DESCRIPTION OF SERVICES.** Beginning on or before July 1st, 2021 ("Effective Date"), CSES shall provide CLIENT with school related professional services ("Services") as provided in Appendix A to this Agreement, entitled "Description of Services," attached to this Agreement, upon the terms and conditions set forth in this Agreement.

**2. PERFORMANCE OF SERVICES.** The services to be performed pursuant to this Agreement will be provided by an independent contractor ("Contractor") designated by CSES, with the approval of CLIENT. The assignment and review of work performed pursuant to this Agreement shall be completed at CLIENT'S premises. CLIENT will rely on the assigned Contractor to work as many hours as may be reasonably necessary to fulfill CSES's obligations under this Agreement. It is understood and agreed that the Contractor has full dominion and control over the means by which services are to be performed under this Agreement and that any approval by CLIENT of reports, methods, or techniques or evaluation of the quality of Services being provided shall not be construed to alter the independent contractor status of the CSES Contractor. Furthermore, it is CSES policy that our Contractors may not serve in the capacity of an LEA representative at CLIENT IEP meetings, unless CLIENT executes Appendix C to this Agreement, entitled "Waiver for IEP Meetings."

**3. MATERIALS.** Evaluation materials, such as testing kits and protocols will be provided by CLIENT. In the event that CLIENT is unable to provide evaluation materials, CSES will provide the materials and charge CLIENT the usual and customary fee associated with this product.

**4. PAYMENT.**

*4.1 Fee Schedule.* Fees for Services rendered will be paid by CLIENT to CSES. Please refer to Appendix B of this Agreement, entitled "Fee Schedule" for current rates. We review and may revise our rates yearly. If rates are revised, we will provide CLIENT with an updated Fee Schedule.

*4.2 Invoices*. CSES will bill CLIENT for Services performed in furtherance of this Agreement pursuant to the Fee Schedule and will issue invoices on a bi-weekly basis for the work incurred over the course of that billing period. Invoices will reflect the charges for that billing period. In accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., all fees due CSES shall be paid within sixty (60) calendar days from the date of receipt of the invoice and with the approval of the CLIENT'S Board.

*4.3 Late Payments*. Any fees owed after the sixty-day calendar period shall be deemed as past due and subject to a one hundred dollar ($100.00) late charge per invoice and interest of one percent (1%) per billing period.

*4.4 Payment Obligations*. CLIENT'S obligation to pay CSES fees for Services rendered shall be unconditional. CLIENT'S payment obligations include late charges and any third-party collection costs incurred by CSES to collect past due amounts, including reasonable attorneys' fees.

*4.5 Checks Payable:* CLIENT should make all checks payable to: "Center for Psychological Services", the parent organization of CSES.

**5. NEW PROJECT APPROVAL.** CSES and CLIENT recognize that CSES''s Services will include working on various projects for CLIENT. CSES shall obtain the approval of CLIENT prior to the commencement of any new projects and work on them will be performed only by prior mutual agreement.

**6. TERM/TERMINATION.** This Agreement will commence on the Effective Date first above listed and shall continue in full force and effect for a period of one-year from the Effective Date ("Initial Term"). This Agreement may be renewed by written agreement of the Parties. This Agreement may be terminated by either Party at any time and without cause by giving ten (10) days' written notice to the other Party. In the event of such termination, CLIENT may, at its discretion, require CSES to fulfill any existing obligations to provide Services pursuant to this Agreement. In the event of termination of this Agreement, CLIENT will pay CSES for all Services rendered to the date of termination, and subsequent if outstanding Services are rendered. Payment shall be made to CSES in accordance with Section 4 of this Agreement.

In the event that specific performance of this Agreement is frustrated by an event outside of the control of either party, such as an extended school closure, the Parties agree that CLIENT will utilize its best efforts to continue to provide Contractor with billable activities as contemplated under this Agreement. If CLIENT is unable to provide Contractor with sufficient billable activities, CSES may elect to provide CLIENT with ten (10) days written notice that CSES will remove a CLIENT's Contractor and assign that individual to another client. In this event, CLIENT will pay CSES for all Services rendered to the date of reassignment, and subsequent if outstanding Services are rendered. Payment shall be made to CSES in accordance with Section 4 of this Agreement.

**7. RELATIONSHIP OF PARTIES.** It is understood by the parties that CSES is an independent contractor with respect to CLIENT, and not an employee of CLIENT. CLIENT will not provide fringe benefits, including health insurance benefits, paid vacation, nor any other employee benefit, for the benefit of CSES. As a result of the independent contractor relationship between CLIENT and CSES, CLIENT is bound by I.R.S. statutes to issue 1099 forms for services paid. CSES shall provide CLIENT with its federal tax identification number (F.E.I.N.).

**8. EMPLOYEES AND SUBCONTRACTORS.** CSES's professional staff shall meet all applicable professional licensing requirements. All CSES professional staff are supervised by a licensed professional in their field of study. Professional staff and employees who perform services for CLIENT under this Agreement shall also be bound by the provisions of this Agreement. CSES shall provide CLIENT with professional references and comprehensive background checks, including fingerprints if requested, for all professional staff, employees and subcontractors who perform work pursuant to this Agreement. CLIENT reserves the right to approve or disapprove the use of any, and all, CSES professional staff, employees and subcontractors in the performance of this Agreement.

**9. INSURANCE.** CSES acknowledges CSES's obligation to obtain appropriate insurance coverage, including professional liability insurance, for the benefit of CSES (and CSES's employees, independent contractors, and doctoral students, if any). CSES agrees to maintain in full force and effect liability insurance covering the operation with limits of not less than One Million Dollars ($1,000,000.00). CSES shall list CLIENT as a named insured under the CSES's insurance policy. Upon request from CLIENT, CSES will provide CLIENT with a certificate of insurance complying with the foregoing. CSES waives any rights to recovery from CLIENT for any injuries that CSES (and/or CSES's employees, independent contractors, and doctoral students) may sustain while performing services under this Agreement and that are a result of the negligence of CSES or CSES's employees or independent contractors. On each anniversary of the effective date of this Agreement, CSES shall provide CLIENT with evidence of current insurance.

**10. INDEMNIFICATION.** Parties agree to indemnify, defend and hold harmless each other, and each other's officers, principals, employees, and agents, from and against any and all liability, claims, losses, expenses, fees, including, but not limited to, attorneys' fees, and judgments that may arise out of any lawsuit or proceeding by or against either party for any acts, omissions, or breach of covenants under this Agreement, including alleged negligence or

professional malpractice, and for the acts or omissions of either party's employees and/or agents, if any.

**11. CONFIDENTIALITY.** CSES acknowledges and agrees that CLIENT is the owner of its students' records, and all records assigned to CSES are the property of CLIENT. However, during the term of this Agreement, and any renewal thereof, CSES acknowledges and agrees that it is responsible for maintaining, disclosing, storing, and retaining student' records under their control in compliance with applicable federal and state law and the relevant code of conduct of the profession. CSES may remove records of only those students assigned to CSES from the premises of CLIENT for the sole purposes of conducting Services pursuant to this Agreement.

During the term of this Agreement, any renewal thereof, and even after the termination or expiration of this Agreement, CSES will uphold and abide by the federal and state confidentiality laws, including the provisions of the Federal Family Educational Rights and Privacy Act ("FERPA"), the Illinois School Student Records Act ("ISSRA"), and the Illinois Mental Health and Developmental Disabilities Confidentiality Act ("IMHDDCA") as related to rendering Services under this Agreement and the use and disclosure of student records. CSES agrees herein that it has no proprietary interest in any of the confidential information concerning CLIENT's students.

**12. RETURN OF RECORDS.** Upon the expiration or termination of this Agreement, CSES agrees to provide CLIENT with any records pertaining to CLIENT students, including all records, notes, documentation and other items that were used, created, or controlled by CSES during the term of this Agreement, but for the personal notes of the CSES Contractor.

**13. NON-COMPETE AGREEMENT.** Recognizing that CSES has a legitimate business interest in preventing unfair competition from its sub-contractors, CLIENT agrees and covenants that during the period of this Agreement and for a period of one year following the termination of this Agreement, whether such termination is voluntary or involuntary, CLIENT shall not contract with any of the CSES sub-contractors to provide services for CLIENT without the prior written consent of CSES. In the event that CLIENT hires a CSES contractor as an employee or contractor during this exclusionary period of one year, it shall pay a finder's fee of $10,000.00 to CSES.

**14. ASSIGNMENT**. Neither this Agreement nor any interest in this Agreement nor any claim arising under or in connection with or relating to this Agreement may be assigned by either Party without the other Party's prior written consent, and any attempted assignment without such consent will be void, and may be cause for termination of this Agreement.

**15. NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

IF for CLIENT:

*Community Unit School District 300*
Shelley Nacke
Assistant Superintendent of Education Services
2550 Harnish Dr
Algonquin, IL, 60102

IF for CSES:

*Center for Special Education Services, LLC (a Center for Psychological Services Company)*
Adam Kredow
Chief Executive Officer
400 Skokie Boulevard., Suite 245
Northbrook IL 60062

Such names and address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

**16. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

**17. AMENDMENT.** This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

**18. SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

**19. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

**20. APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of Illinois.

**21. PREVIOUS CONTRACTS.** This contract supersedes all previous contracts between CLIENT and CSES.

**IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the day and year first above written.**

CENTER FOR SPECIAL EDUCATION SERVICES, an Illinois Limited Liability Corporation

*Adam Z. Kredow*

Printed Name

(Signature on File)
*Adam Z. Kredow*

Signature

*CEO*

Title

*05/26/2021*

COMMUNITY UNIT SCHOOL DISTRICT 300, an Illinois School District

*Susan Harkin*

Printed Name

Signature

Superintendent

Title

Date

CENTER FOR SPECIAL EDUCATION SERVICES

400 Skokie Blvd., Suite #245
Northbrook, IL 60062
www.csesgroup.com

# Appendix A - Fee Schedule

Full Day Consultant by: Psych, SLP, OT or PT
- **$600/Day In-Person Attendance**
- **$550/Day Virtual Attendance**

Full Day by Consultant by: SW, Counselor or RN
- **$500/Day In-Person Attendance**
- **$450/Day Virtual Attendance**

Individual Assessment and Report by: Psych, SW, SLP, OT or PT
- **AS NEEDED: $1,500/Assessment**
- **5-20 EVALUATIONS: $1350/Assessment**
- **20+ EVALUATIONS: $1200/Assessment**

Individual Bilingual Assessment and Report by: Psych, SW, SLP, OT or PT
- **AS NEEDED: $1750/Assessment**
- **5-20 EVALUATIONS: $1600/Assessment**
- **20+ EVALUATIONS: $1400/Assessment**

Comprehensive Early Childhood Assessment Team Eval and Report
- **AS NEEDED: $3000/Assessment**
- **5-10 EVALUATIONS: $2750/Assessment**
- **11-20 EVALUATIONS: $2500/Assessment**
- **20+ EVALUATIONS: $2250/Assessment**

Comprehensive Bilingual Early Childhood Assessment Team Eval and Report
- **AS NEEDED: $3500/Assessment**
- **5-20 EVALUATIONS: $3250/Assessment**
- **20+ EVALUATIONS: $3000/Assessment**

Individual Attendance at Domain IEP Meeting
- **$300/EACH**

Direct Consultation to District
- **$250/HOUR**

Student No Show/Late Cancel (24 hours) For Assessment:
- **$350/Evaluation**

**A **"Full Day"** is considered the time-in to the time-out for district staff including 30 minutes for lunch*
*** Note: discounts only apply for guaranteed purchase at the start of contract*

CENTER FOR SPECIAL EDUCATION SERVICES
400 Skokie Blvd., Suite #245
Northbrook, IL 60062
www.csesgroup.com

# Appendix B – Waiver for IEP Meetings

Pursuant to the Individuals with Disabilities Education Improvement Act ("IDEIA"), 20 U.S. Code, Section 1414(d)(1)(B)(iv), and conforming Illinois law, school districts are responsible for ensuring that a representative from the local education agency ("LEA") is present at all IEP meetings. That section reads in pertinent part:

> *(B) Individualized education program team. The term "individualized education program team" or "IEP Team" means a group of individuals composed of—*
> *(iv) a representative of the local educational agency who—*
> *(I) is qualified to provide, or supervise the provision of, specially designed instruction to meet the unique needs of children with disabilities;*
> *(II) is knowledgeable about the general education curriculum; and*
> *(III) is knowledgeable about the availability of resources of the local educational agency;*

Given that CSES Contractors are not employees of CLIENT under this Agreement, it is CSES' position that CSES Contractors should not serve in the capacity of an LEA representative at CLIENT IEP meetings. However, CSES recognizes that there may exist circumstances where CLIENT may request a CSES Contractor to serve in the capacity as an LEA representative.

CLIENT, by signing below, agrees to assume any risk associated with assigning a CSES Contractor to serve as an LEA representative at an IEP meeting and releases CSES from any and all causes of actions, claims and damages, including attorney's fees, whether known or unknown, that may arise from this circumstance.

Signature: Title: Superintendent

_____ Date:

_____

Print Name: Susan Harkin

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 28 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Diane White
Director of Purchasing

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Musical Instrument Bid Extension**

## Background

This bid extension is for the musical instruments used at our schools for our District music program.

Bid documents were released on Wednesday, May 13, 2020. Bids were opened on Thursday, June 11, 2020. Six vendors submitted bids. Bids were evaluated based upon scope of work and contractor serviceability of instruments. The award was based on line item unit pricing.

Accepted offer letters of extension are attached with pricing reflecting the CPI increase of 1.4% as stated in the bid documents. The music instruments will be purchased out of the FY22 music instrument budget and shipped to various school sites. Purchases of instruments will be made based on building needs.

## Recommendation

Administration recommends extending the contract pricing at a 1.4% CPI increase for 2021-2022. Below are the estimated contract award amounts.

**Cassandra Strings – Algonquin, IL**: recommend award of contract pricing for Musical Instruments for an estimated amount of $18,665.61.

**PM Music Center – Aurora, IL**: recommend award of contract pricing for Musical Instruments for an estimated amount of $4,148.07.

**Quinlan & Fabish Music Co. – Burr Ridge, IL**: recommend award of contract pricing for Musical Instruments for an estimated amount of $83,320.03.

**Sweetwater Sound – Fort Wayne, IN**: recommend award of contract pricing for Musical Instruments for an estimated amount of $5,998.85.

The total estimated purchase amount is $112,132.56. Term of Contract is August 1, 2021 through July 31, 2022.

Items purchased from this contract will be funded from the central music equipment budget.

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

May 13, 2021

Ms. Cassandra Thuneman
Cassandra Strings, Inc.
215 S. Main Street
Algonquin, IL 60102

Bid – Contract Pricing of Musical Instruments and Equipment

Dear Ms. Thuneman,

On July 14, 2020, The Board of Education originally approved a contract with Cassandra Strings, Inc. for a portion of the Contract Pricing of Musical Instruments and Equipment Bid. The contract included the possibility of a one-year extension. District 300 would like to extend our current contract based on the June 11, 2020 response submitted by Cassandra Strings, Inc. The extension will run from August 1, 2021 to July 31, 2022.

The original contract included the opportunity for the vendor to increase pricing by CPI-U of 1.4%. Included with this letter is the Cassandra Strings, Inc. pricing with this CPI-U adjustment. Awarded items are highlighted in green. Note that the Drumline pricing was a one-time purchase and will not be extended.

If your firm agrees to the pricing as shows with the CPI-U adjustment, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, June 8, 2021 and award by the board on Tuesday, June 22, 2021.

If this pricing is not accepted, then District 300 will release a new bid.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Cassandra Thuneman **05/17/2021**
F6F82358CDF9169B2B0E0A15D368A3D9 contractworks

Service Provider

**Cassandra Thuneman** **President & CEO**

| | | | | | | Cassandra Strings | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | August 1, 2020 - July 31, 2021 | | | | | August 1, 2021 - July 31, 2022 with CPI-U Adjustment of 1.4% | | | | |
| Manufacturer's Name | Manufacturer's Item Nbr | Product Description | Product Description 2 | NOTES | D300 Item # | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) |
| **RECORDERS** | | | | | | | | | | | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - 1 piece With Books | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Peripole, Inc. | | Recorder | Baroque Peripole - 2 piece, all colors | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - multi color, no book | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YRS24B | Recorder | cleaning rod | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | | **SUB TOTAL - Recorders** | | | | | $0.00 | | | | | |
| **PIANOS / KEYBOARDS** | | | | | | | | | | | | | | | |
| Yamaha | YPG235 | Keyboard, portable | Grand Piano - 76 key | No Substitutions | 50-0082 | NO BID | | | | NO BID | NO BID | | | | NO BID |
| Yamaha | Arius YDP-184 | /Clavinova | with bench and dolly | No Substitutions | 50-0175 | NO BID | | | | NO BID | | | | | |
| Yamaha | Arius YDP-V240 | /Clavinova | with bench and dolly | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | CVP-701BW | /Clavinova | with bench and dolly | No Substitutions | 50-0126 | NO BID | | | | NO BID | | | | | |
| Casio | PX-160BK | Digital Piano | 88-Key Full Size Digital Piano | Substitutions Allowed | 50-0172 | NO BID | | | | NO BID | | | | | |
| | | | | | **SUB TOTAL - Pianos** | | | | | $0.00 | | | | | $0.00 |
| **WOODWIND** | | | | | | | | | | | | | | | |
| Fox | IV | Bassoon | Model 4 Standard | No Substitutions | 50-0008 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | |
| Jupiter | JCB1000N | Bass Clarinet | | No Substitutions | 50-0007 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL221I | Bass Clarinet | | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | |
| Yamaha | YOB-241 | Oboe | | No Substitutions | 50-0005 | NO BID | | | | NO BID | | | | | |
| Howarth | S40C | Oboe | Intermediate Oboe | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YAS26 | Saxophone | Alto | No Substitutions | 50-0009 | NO BID | | | | NO BID | | | | | |
| Jupiter | YBS1100 | Saxophone | Bari - Eb | No Substitutions | 50-0011 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBS-52 | Saxophone | Bari - Eb | No Substitutions | 50-0010 | NO BID | | | | NO BID | | | | | |
| Yamaha | YTS-200ADII | Saxophone | Saxophone - Tenor Bb | No Substitutions | 50-0012 | NO BID | | | | NO BID | | | | | |
| | | | | **SUB TOTAL - Woodwinds** | | | | | | $0.00 | | | | | $0.00 |

| BRASS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | |
| Yamaha | YEP321S | Euphonium | 4-Valve | No Substitutions | 50-0020 | NO BID | | | | NO BID | | | | | |
| Conn | 6D | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0015 | 2895 | 2895 | 2895 | 2895 | $2,895.00 | | | | | |
| Yamaha | YHR567 | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0016 | NO BID | | | | NO BID | | | | | |
| Suzuki | AM200 | Metallophone | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | BM200 | Metallophone | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SM200 | Metallophone | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Studio 49 | SM1600 | Metallophone Soprano Diatonic | 1601 Series Elementary Students | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YSH-411WC | Sousaphone | | No Substitutions | 50-0023 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBK-830 | Trombone | Bass - Xeno Series | No Substitutions | 50-0139 | NO BID | | | | NO BID | | | | | |
| Yamaha | YSL-200AD | Trombone | Student | No Substitutions | 50-0013 | NO BID | | | | NO BID | | | | | |
| Bach | TR300H2 | Trumpet | | No Substitutions | 50-0019 | 499.99 | 499.99 | 499.99 | 499.99 | $499.99 | | | | | |
| Bundy | BTR300 | Trumpet | For elementary only | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YTR-2330 | Trumpet | | No Substitutions | 50-0018 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBB-105WC | Tuba, 3/4 | 3-Valve 3/4 BBb Tuba | No Substitutions | 50-0136 | NO BID | | | | NO BID | | | | | |
| Leblanc | 7181 | Eb Contra Alto Clarinet | Leblanc Eb Contra Alto Clarinet | No Substitutions | 50-0175 | NO BID | | | | NO BID | | | | | |
| Geminhardt | 2SP | Flute | Student Flute | No Substitutions | 50-0133 | 299.99 | 299.99 | 299.99 | 299.99 | $299.99 | | | | | |
| Yamaha | YFL-222 | Flute | Student Flute | No Substitutions | 50-0134 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL-255 | Clarinet | Standard Bb Clarinet | No Substitutions | 50-0176 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL-622II | Bass Clarinet | Low C Professional Bass Clarinet | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | |
| Yamaha | YSS-82Z | Soprano Sax | Soprano Saxophone, advanced level | No Substitutions | 50-0177 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBB321WC | Tuba, Concert | Lacquer/Key of BBb | No Substitutions | 50-0014 | NO BID | | | | NO BID | | | | | |
| Conn | 8D | French Horn - DOUBLE | French horn, advanced level | No Substitutions | 50-0178 | 3999.99 | 3999.99 | 3999.99 | 3999.99 | $3,999.99 | | | | | |
| | | | | **SUB TOTAL - Brass** | | | | | | **$0.00** | | | | | **$0.00** |

| PERCUSSION | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sonor | KSP60X-C | Bar, Contra Bass | Resonator Bar-C | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | KSP60X-F | Bar, Contra Bass | Pao Rosa Primary KSP 60X Bar - F | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | KSP60X-G | Bar, Contra Bass | Pao Rosa Primary KSP 60X, Bar - G | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | YG - 250DS100 | Bells, w/stand | Concert Bells with Rolling Stand | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Boomwhackers | BWH13 | Boomwhacker | 13-Note Floor Stand - storage | No Substitutions | 50-0030 | 8.49 | 7.99 | 7.99 | 7.99 | $8.49 | | | | | | |
| Boomwhackers | BWCG | Boomwhackers | 5-note Chromatics Set | No Substitutions | 50-0035 | 11.99 | 11.99 | 10.99 | 10.49 | $11.99 | | | | | | |
| Boomwhackers | BWDG | Boomwhackers | C Major Diatonic Set - 8-note | No Substitutions | 50-0029 | 16.99 | 16.49 | 16.49 | 16.49 | $16.99 | | | | | | |
| Boomwhackers | BWJG | Boomwhackers | Bass Diatonic Set 7-note | No Substitutions | 50-0033 | 28.99 | 27.99 | 27.99 | 27.49 | $28.99 | | | | | | |
| Boomwhackers | BWEG | Boomwhackers | Treble Extension Set - 7 note | No Substitutions | 50-0034 | 11.99 | 11.99 | 10.99 | 10.49 | $11.99 | | | | | | |
| Zildjian | ZBT14C | Cymbal | Crash Cymbals 14" | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sabian/Cannon | XS20 | Cymbal | XS20 Susbended w/ 16" Stand | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Meinl | B20JETR | Cymbal | Extra Thin Ride - Byzance 20" Jazz | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Tama | TX517 | Drum Set | 2013 Stage Custom Birch 5-Piece Drum Set with 20" Bass Drum | No Substitutions | 50-0179 | NO BID | | | | NO BID | | | | | | |
| Pearl | CB7028CS1 | Drum, Bass | Intermediate Concert Series w/ stand | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | SBP2F50 | Drum, Set | w/ 20" Bass Drum 5-Piece Stage Custom Birch Shell Pack | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | KD-0500-01 | Drum,Hand | Kid's Set of 5 Nesting Drums | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Orange County Drums & Percussion | HD-8500-06 | Drums, Hand Pretuned | Set of 6 w/ synthetic Fiberskyn 3 | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | Global Beat GA GB | Glockenspiel | Alto | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | AD250 | Glockenspiel | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | Global Beat GS GB | Glockenspiel | Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | SD250 | Glockenspiel | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | SK275 | Snare - Kit w/Stand | Student Model | Substitutions Allowed | 50-0057 | 219.99 | 219.99 | 219.99 | 219.99 | $219.99 | 223.07 | 223.07 | 223.07 | 223.07 | $223.07 | |
| Orange County Drum | OCSN0614-NBBA | Snare Drum | Maple, Orange County Drum | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Remo | TU-1112-PM | Tubano | Kintekloth Fabric -Tubano Drumkey Tuned, 12x27" | Substitutions Allowed | 50-0085 | NO BID | | | | NO BID | | | | | | |
| Remo | DP-VSTU-CC | Tubano, Set-VERSA | TF-20 Head Orange 9,11,13 in | Substitutions Allowed | 50-0084 | NO BID | | | | NO BID | | | | | | |
| Sonor | AX-GBF | Xylophone | Global Beat Fiberglass -Alto | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | AXP 1.1 | Xylophone | Primary Rosewood Alto | Substitutions Allowed | | NO BID | | | | NO BID | | | | | | |
| Suzuki | AX200 | Xylophone | Standard - Alto | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | AX-GBF | Xylophone | Beat Alto | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | SX200 | Xylophone | Standard - Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | YX-500F | Xylophone | | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Sonor | GBX-GBF | Xylophone | Global Beat Bass Xylophone | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Studio 49 | BX1600 | Xylophone, Bass | | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | BX200 | Xylophone, Bass | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Ludwig | LMXYLO | Xylophones | Ludwig Musser 2.5 octave | No Substitutions | 50-0024 | NO BID | | | | NO BID | | | | | | |
| Malletech | MMT5.0 | Marimba | Malletech 5 Otctabe Marimba | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| **SUB TOTAL - Percussion** | | | | | | | | | | **$219.99** | | | | | **$223.07** | |

| STRINGS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kaces | UKUB-3/4 | Bag,Bass 3/4 | University Series | No Substitutions | 50-0097 | 54.99 | 54.99 | 54.99 | 54.99 | $54.99 | 55.76 | 55.76 | 55.76 | 55.76 | 55.76 |
| Karl Thunemann | KT80B | Bass 1/2 | Student Model 80 w/ bag and bow | No Substitutions | 50-0105 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | 1115.40 | 1115.40 | 1115.40 | 1115.40 | 1115.40 |
| Karl Thunemann | KT80B | Bass 1/4 | 1/4 Double Bass Outfit | No Substitutions | 50-0104 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | 1115.40 | 1115.40 | 1115.40 | 1115.40 | 1115.40 |
| Shen | SB80 | Bass, String 1/2 | w/bag & bow | No Substitutions | 50-0119 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | | | | | |
| Shen | SB80 | Bass, String 1/4 | Model 168 | No Substitutions | 50-0118 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | | | | | |
| Shen | SB80 | Bass, String 1/8 | w/bag & bow | No Substitutions | 50-0167 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | | | | | |
| Karl Thunemann | Model 80 | Bass, String 3/4 | 3/4 Size String Bass | No Substitutions | 50-0106 adde | 1100 | 1100 | 1100 | 1100 | $1,100.00 | 1115.40 | 1115.40 | 1115.40 | 1115.40 | 1115.40 |
| Shen | SB150 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0170 | 2250 | 2250 | 2250 | 2250 | $2,250.00 | | | | | |
| Shen | SB80 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0120 | 1100 | 1100 | 1100 | 1100 | $1,100.00 | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes German | All Sizes | No Substitutions | 50-0091 | 64.99 | 64.99 | 64.99 | 64.99 | $64.99 | 65.90 | 65.90 | 65.90 | 65.90 | 65.90 |
| Glasser | G502 | Bow - Bass, All Sizes French | All Sizes | No Substitutions | 50-0092 | 64.99 | 64.99 | 64.99 | 64.99 | $64.99 | 65.90 | 65.90 | 65.90 | 65.90 | 65.90 |
| Glasser | F402 | Bow, Cello, All Sizes | All Sizes | No Substitutions | 50-0180 | 49.99 | 49.99 | 49.99 | 49.99 | $49.99 | 50.69 | 50.69 | 50.69 | 50.69 | 50.69 |
| Glasser | E302 | Bow - Viola, All Sizes | All Sizes | No Substitutions | 50-0181 | 41.99 | 41.99 | 41.99 | 41.99 | $41.99 | 42.58 | 42.58 | 42.58 | 42.58 | 42.58 |
| Glasser | C202 | Bow - Violin, All Sizes | All Sizes | No Substitutions | 50-0182 | 41.99 | 41.99 | 41.99 | 41.99 | $41.99 | 42.58 | 42.58 | 42.58 | 42.58 | 42.58 |
| H Core | CC485-3/4 | Case 3/4, Bass | Bass Case ,Nylon w/ Padded Lining | No Substitutions | 50-0108 | 56.99 | 56.99 | 56.99 | 56.99 | $56.99 | 57.79 | 57.79 | 57.79 | 57.79 | 57.79 |
| Heritage | HCB32012 | Case, Soft, 1/2 Cello | 5mm padding | No Substitutions | 50-0122 | 36.99 | 36.99 | 36.99 | 36.99 | $36.99 | 37.51 | 37.51 | 37.51 | 37.51 | 37.51 |
| Heritage | HCB32044 | Case, Soft, 3/4 Cello | 5mm padding | No Substitutions | 50-0123 | 36.99 | 36.99 | 36.99 | 36.99 | $36.99 | 37.51 | 37.51 | 37.51 | 37.51 | 37.51 |
| Kaces | all sizes Cello | Case, Soft, Cello | all sizes cello soft case | No Substitutions | 50-0183 | 59.95 | 59.95 | 59.95 | 59.95 | $59.95 | | | | | |
| Karl Thunemann | K450 | Cello 4/4 Size | outfit model | No Substitutions | 50-0184 | 2250 | 2250 | 2250 | 2250 | $2,250.00 | 2281.50 | 2281.50 | 2281.50 | 2281.50 | 2281.50 |
| Karl Thunemann | Model 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0100 | 800 | 800 | 800 | 800 | $800.00 | 811.20 | 811.20 | 811.20 | 811.20 | 811.20 |
| Karl Thunemann | Model 80 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0148 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |
| Shen | 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0143 | 800 | 800 | 800 | 800 | $800.00 | | | | | |
| Karl Thunemann | Model 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0099 | 800 | 800 | 800 | 800 | $800.00 | 811.20 | 811.20 | 811.20 | 811.20 | 811.20 |
| Karl Thunemann | Model 80 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0147 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |
| Shen | 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0142 | 800 | 800 | 800 | 800 | $800.00 | | | | | |
| Karl Thunemann | Model 150 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0151 | 800 | 800 | 800 | 800 | $800.00 | 811.20 | 811.20 | 811.20 | 811.20 | 811.20 |
| Karl Thunemann | Model 80 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0146 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |
| Shar Music | PC100 | Cello 3/4 | 3/4 size Cello outfit Franz Hoffman | No Substitutions | 50-0110 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **STRINGS Cont.** | | | | | | | | | | | | | | | |
| Karl Thunemann | Model 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0101 | 800 | 800 | 800 | 800 | $800.00 | 811.20 | 811.20 | 811.20 | 811.20 | 811.20 |
| Karl Thunemann | Model 80 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0149 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |
| Shen | 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0144 | 800 | 800 | 800 | 800 | $800.00 | | | | | |
| Karl Thunemann | Concert | Cello 4/4 Size | w/bag & bow | No Substitutions | | NO LONGER AVAILABLE | | | | NO LONGER AVAIL. | | | | | |
| Karl Thunemann | Model 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0096 | 800 | 800 | 800 | 800 | $800.00 | 811.20 | 811.20 | 811.20 | 811.20 | 811.20 |
| Karl Thunemann | Model 80 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0150 | 599 | 599 | 599 | 599 | $599.00 | 607.39 | 607.39 | 607.39 | 607.39 | 607.39 |
| Shen | 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0145 | 800 | 800 | 800 | 800 | $800.00 | | | | | |
| Core | C32 | Cello 4/4 | Core cello full size | can sub with C34 | 50-0185 | 1500 | 1500 | 1500 | 1500 | $1,500.00 | 1521.00 | 1521.00 | 1521.00 | 1521.00 | 1521.00 |
| Yamaha | C-40 | Guitar | Cedar Top, Classical | No Substitutions | 50-0124 | NO BID | | | | NO BID | | | | | |
| Kala | MK-SD | Ukulele | Dolphin bridge - Soprano | Substitutions Allowed | 50-0109 | 39.99 | 34.99 | 32.99 | 30.99 | $39.99 | | | | | |
| Shen | SA100 | Viola, 11" | w/bag & bow | No Substitutions | 50-0153 | 329 | 329 | 329 | 329 | $329.00 | | | | | |
| Shen | SA100 | Viola, 12" | w/bag & bow | No Substitutions | 50-0154 | 329 | 329 | 329 | 329 | $329.00 | | | | | |
| Shen | SA100 | Viola, 13" | w/bag & bow | No Substitutions | 50-0155 | 329 | 329 | 329 | 329 | $329.00 | | | | | |
| Shen | SA300 | Viola, 14" | w/bag & bow | No Substitutions | 50-0156 | 329 | 329 | 329 | 329 | $329.00 | | | | | |
| Karl Thunemann | Student | Viola, 15" | w/bag & bow | No Substitutions | 50-0159 | 429 | 429 | 429 | 429 | $429.00 | 435.01 | 435.01 | 435.01 | 435.01 | 435.01 |
| Karl Thunemann | Student | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0160 | 429 | 429 | 429 | 429 | $429.00 | 435.01 | 435.01 | 435.01 | 435.01 | 435.01 |
| Shen | SA300 | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0157 | 629 | 629 | 629 | 629 | $629.00 | 637.81 | 637.81 | 637.81 | 637.81 | 637.81 |
| Karl Thunemann | Student | Viola, 16" | w/bag & bow | No Substitutions | 50-0161 | 429 | 429 | 429 | 429 | $429.00 | 435.01 | 435.01 | 435.01 | 435.01 | 435.01 |
| Shen | SA300 | Viola, 16" | w/bag & bow | No Substitutions | 50-0158 | 629 | 629 | 629 | 629 | $629.00 | 637.81 | 637.81 | 637.81 | 637.81 | 637.81 |
| Shen | SV100 | Violin 1/2 | w/bag & bow | No Substitutions | 50-0163 | 299 | 299 | 299 | 299 | $299.00 | | | | | |
| Shen | SV100 | Violin 1/4 | w/bag & bow | No Substitutions | 50-0162 | 299 | 299 | 299 | 299 | $299.00 | | | | | |
| Shen | SV100 | Violin 3/4 | w/bag & bow | No Substitutions | 50-0164 | 299 | 299 | 299 | 299 | $299.00 | | | | | |
| Shen | SV100 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0165 | 299 | 299 | 299 | 299 | $299.00 | | | | | |
| Shen | SV300 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0166 | 549 | 549 | 549 | 549 | $549.00 | 556.69 | 556.69 | 556.69 | 556.69 | 556.69 |
| | | | | **SUB TOTAL - Strings** | | | | | | **$18,187.91** | | | | | **$18,442.54** |
| **MISCELLANEOUS** | | | | | | | | | | | | | | | |
| Stage Right | Not Available | Deck, Stage | 16" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Stage Right | Not Available | Deck, Stage | 8" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | **GRAND TOTALS (Award)** | | | | | | **$18,407.90** | | | | | **$18,665.61** |

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

May 14, 2021

Mr. Eric Downs
PM Music Center
4411 Fox Valley Center Drive
Aurora, IL 60504

Bid – Contract Pricing of Musical Instruments and Equipment

Dear Mr. Downs,

On July 14, 2020, The Board of Education originally approved a contract with PM Music Center for a portion of the Contract Pricing of Musical Instruments and Equipment Bid. The contract included the possibility of a one-year extension. District 300 would like to extend our current contract based on the June 11, 2020 response submitted by PM Music Center. The extension will run from August 1, 2021 to July 31, 2022.

The original contract included the opportunity for the vendor to increase pricing by CPI-U of 1.4%. Included with this letter is the PM Music Center pricing with this CPI-U adjustment. Awarded items are highlighted in green. Note that the Drumline pricing was a one-time purchase and will not be extended.

If your firm agrees to the pricing as shows with the CPI-U adjustment, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, June 8, 2021 and award by the board on Tuesday, June 22, 2021.

If this pricing is not accepted, then District 300 will release a new bid.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Jax Downs-Martinez
863A63A25E141BA4C0A3E16A52186E02 contractworks.

**05/17/2021**

Service Provider

**Jax Downs-Martinez** **Purchasing & Receiving Manager**

| | | | | | | PM Music | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | August 1, 2020 - July 31, 2021 | | | | | August 1, 2021 - July 31, 2022 with CPI-U Adjustment of 1.4% | | | | |
| Manufacturer's Name | Manufacturer's Item Nbr | Product Description | Product Description 2 | NOTES | D300 Item # | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) |
| **RECORDERS** | | | | | | | | | | | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - 1 piece With Books | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Peripole, Inc. | | Recorder | Baroque Peripole - 2 piece, all colors | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - multi color, no book | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YRS24B | Recorder | cleaning rod | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | | **SUB TOTAL - Recorders** | | | | | $0.00 | | | | | $0.00 |
| **PIANOS / KEYBOARDS** | | | | | | | | | | | | | | | |
| Yamaha | YPG235 | Keyboard, portable | Grand Piano - 76 key | No Substitutions | 50-0082 | NO BID | | | | NO BID | | | | | |
| Yamaha | Arius YDP-184 | /Clavinova | with bench and dolly | No Substitutions | 50-0175 | 1405.55 | 1405.55 | 1405.55 | 1405.55 | $1,405.55 | 1425.23 | 1425.23 | 1425.23 | 1425.23 | 1425.23 |
| Yamaha | Arius YDP-V240 | /Clavinova | with bench and dolly | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | CVP-701BW | /Clavinova | with bench and dolly | No Substitutions | 50-0126 | NO BID | | | | NO BID | | | | | |
| Casio | PX-160BK | Digital Piano | 88-Key Full Size Digital Piano | Substitutions Allowed | 50-0172 | 429.95 | 429.95 | 429.95 | 429.95 | $429.95 | 435.97 | 435.97 | 435.97 | 435.97 | 435.97 |
| | | | | | **SUB TOTAL - Pianos** | | | | | **$1,835.50** | | | | | **$1,861.20** |
| **WOODWIND** | | | | | | | | | | | | | | | |
| Fox | IV | Bassoon | Model 4 Standard | No Substitutions | 50-0008 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | |
| Jupiter | JCB1000N | Bass Clarinet | | No Substitutions | 50-0007 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL221I | Bass Clarinet | | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | |
| Yamaha | YOB-241 | Oboe | | No Substitutions | 50-0005 | NO BID | | | | NO BID | | | | | |
| Howarth | S40C | Oboe | Intermediate Oboe | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YAS26 | Saxophone | Alto | No Substitutions | 50-0009 | NO BID | | | | NO BID | | | | | |
| Jupiter | YBS1100 | Saxophone | Bari - Eb | No Substitutions | 50-0011 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBS-52 | Saxophone | Bari - Eb | No Substitutions | 50-0010 | NO BID | | | | NO BID | | | | | |
| Yamaha | YTS-200ADII | Saxophone | Saxophone - Tenor Bb | No Substitutions | 50-0012 | 1378.95 | 1378.95 | 1378.95 | 1378.95 | $1,378.95 | 1398.26 | 1398.26 | 1398.26 | 1398.26 | 1398.26 |
| | | | | | **SUB TOTAL - Woodwinds** | | | | | **$1,378.95** | | | | | **$1,398.26** |

| BRASS | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YEP321S | Euphonium | 4-Valve | No Substitutions | 50-0020 | NO BID | | | | NO BID | | | | | | |
| Conn | 6D | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0015 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YHR567 | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0016 | NO BID | | | | NO BID | | | | | | |
| Suzuki | AM200 | Metallophone | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | BM200 | Metallophone | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Suzuki | SM200 | Metallophone | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Studio 49 | SM1600 | Metallophone Soprano Diatonic | 1601 Series Elementary Students | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | YSH-411WC | Sousaphone | | No Substitutions | 50-0023 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YBK-830 | Trombone | Bass - Xeno Series | No Substitutions | 50-0139 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YSL-200AD | Trombone | Student | No Substitutions | 50-0013 | 788.95 | 788.95 | 788.95 | 788.95 | $788.95 | | | | | | |
| Bach | TR300H2 | Trumpet | | No Substitutions | 50-0019 | NO BID | | | | NO BID | | | | | | |
| Bundy | BTR300 | Trumpet | For elementary only | No Substitutions | | NO BID | | | | NO BID | | | | | | |
| Yamaha | YTR-2330 | Trumpet | | No Substitutions | 50-0018 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YBB-105WC | Tuba, 3/4 | 3-Valve 3/4 BBb Tuba | No Substitutions | 50-0136 | NO BID | | | | NO BID | | | | | | |
| Leblanc | 7181 | Eb Contra Alto Clarinet | Leblanc Eb Contra Alto Clarinet | No Substitutions | 50-0175 | NO BID | | | | NO BID | | | | | | |
| Geminhardt | 2SP | Flute | Student Flute | No Substitutions | 50-0133 | 314.95 | 314.95 | 314.95 | 314.95 | $314.95 | | | | | | |
| Yamaha | YFL-222 | Flute | Student Flute | No Substitutions | 50-0134 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YCL-255 | Clarinet | Standard Bb Clarinet | No Substitutions | 50-0176 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YCL-622II | Bass Clarinet | Low C Professional Bass Clarinet | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YSS-82Z | Soprano Sax | Soprano Saxophone, advanced level | No Substitutions | 50-0177 | NO BID | | | | NO BID | | | | | | |
| Yamaha | YBB321WC | Tuba, Concert | Lacquer/Key of BBb | No Substitutions | 50-0014 | NO BID | | | | NO BID | | | | | | |
| Conn | 8D | French Horn - DOUBLE | French horn, advanced level | No Substitutions | 50-0178 | NO BID | | | | NO BID | | | | | | |
| **SUB TOTAL - Brass** | | | | | | | | | | **$0.00** | | | | | | **$0.00** |

| PERCUSSION | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sonor | KSP60X-C | Bar, Contra Bass | Resonator Bar-C | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | KSP60X-F | Bar, Contra Bass | Pao Rosa Primary KSP 60X Bar - F | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | KSP60X-G | Bar, Contra Bass | Pao Rosa Primary KSP 60X, Bar - G | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YG - 250DS100 | Bells, w/stand | Concert Bells with Rolling Stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWH13 | Boomwhacker | 13-Note Floor Stand - storage | No Substitutions | 50-0030 | 7.75 | 7.75 | 7.75 | 7.75 | $7.75 | 7.86 | 7.86 | 7.86 | 7.86 | 7.86 |
| Boomwhackers | BWCG | Boomwhackers | 5-note Chromatics Set | No Substitutions | 50-0035 | 10.55 | 10.55 | 10.55 | 10.55 | $10.55 | 10.70 | 10.70 | 10.70 | 10.70 | 10.70 |
| Boomwhackers | BWDG | Boomwhackers | C Major Diatonic Set - 8-note | No Substitutions | 50-0029 | 15.55 | 15.55 | 15.55 | 15.55 | $15.55 | 15.77 | 15.77 | 15.77 | 15.77 | 15.77 |
| Boomwhackers | BWJG | Boomwhackers | Bass Diatonic Set 7-note | No Substitutions | 50-0033 | 27.25 | 27.25 | 27.25 | 27.25 | $27.25 | 27.63 | 27.63 | 27.63 | 27.63 | 27.63 |
| Boomwhackers | BWEG | Boomwhackers | Treble Extension Set - 7 note | No Substitutions | 50-0034 | 9.95 | 9.95 | 9.95 | 9.95 | $9.95 | 10.09 | 10.09 | 10.09 | 10.09 | 10.09 |
| Zildjian | ZBT14C | Cymbal | Crash Cymbals 14" | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sabian/Cannon | XS20 | Cymbal | XS20 Susbended w/ 16" Stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Meinl | B20JETR | Cymbal | Extra Thin Ride - Byzance 20" Jazz | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Tama | TX517 | Drum Set | 2013 Stage Custom Birch 5-Piece Drum Set with 20" Bass Drum | No Substitutions | 50-0179 | NO BID | | | | NO BID | | | | | |
| Pearl | CB7028CS1 | Drum, Bass | Intermediate Concert Series w/ stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | SBP2F50 | Drum, Set | w/ 20" Bass Drum 5-Piece Stage Custom Birch Shell Pack | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | KD-0500-01 | Drum,Hand | Kid's Set of 5 Nesting Drums | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Orange County Drums & Percussion | HD-8500-06 | Drums, Hand Pretuned | Set of 6 w/ synthetic Fiberskyn 3 | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | Global Beat GA GB | Glockenspiel | Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | AD250 | Glockenspiel | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | Global Beat GS GB | Glockenspiel | Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SD250 | Glockenspiel | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | SK275 | Snare - Kit w/Stand | Student Model | Substitutions Allowed | 50-0057 | NO BID | | | | NO BID | | | | | |
| Orange County Drum | OCSN0614-NBBA | Snare Drum | Maple, Orange County Drum | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Remo | TU-1112-PM | Tubano | Kintekloth Fabric -Tubano Drumkey Tuned, 12x27" | Substitutions Allowed | 50-0085 | NO BID | | | | NO BID | | | | | |
| Remo | DP-VSTU-CC | Tubano, Set-VERSA | TF-20 Head Orange 9,11,13 in | Substitutions Allowed | 50-0084 | NO BID | | | | NO BID | | | | | |
| Sonor | AX-GBF | Xylophone | Global Beat Fiberglass -Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | AXP 1.1 | Xylophone | Primary Rosewood Alto | Substitutions Allowed | | NO BID | | | | NO BID | | | | | |
| Suzuki | AX200 | Xylophone | Standard - Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | AX-GBF | Xylophone | Beat Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SX200 | Xylophone | Standard - Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YX-500F | Xylophone | | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | GBX-GBF | Xylophone | Global Beat Bass Xylophone | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Studio 49 | BX1600 | Xylophone, Bass | | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | BX200 | Xylophone, Bass | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Ludwig | LMXYLO | Xylophones | Ludwig Musser 2.5 octave | No Substitutions | 50-0024 | 599.95 | 599.95 | 599.95 | 599.95 | $599.95 | 608.35 | 608.35 | 608.35 | 608.35 | 608.35 |
| Malletech | MMT5.0 | Marimba | Malletech 5 Otctabe Marimba | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | **SUB TOTAL - Percussion** | | | | | | **$671.00** | | | | | **$680.39** |

| STRINGS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kaces | UKUB-3/4 | Bag,Bass 3/4 | University Series | No Substitutions | 50-0097 | 78.45 | 70.65 | 66.75 | 66.75 | $78.45 | | | | | $78.45 |
| Karl Thunemann | KT80B | Bass 1/2 | Student Model 80 w/ bag and bow | No Substitutions | 50-0105 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | KT80B | Bass 1/4 | 1/4 Double Bass Outfit | No Substitutions | 50-0104 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/2 | w/bag & bow | No Substitutions | 50-0119 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/4 | Model 168 | No Substitutions | 50-0118 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/8 | w/bag & bow | No Substitutions | 50-0167 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Bass, String 3/4 | 3/4 Size String Bass | No Substitutions | 50-0106 added to PO2 | NO BID | | | | NO BID | | | | | |
| Shen | SB150 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0170 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0120 | NO BID | | | | NO BID | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes German | All Sizes | No Substitutions | 50-0091 | NO BID | | | | NO BID | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes French | All Sizes | No Substitutions | 50-0092 | NO BID | | | | NO BID | | | | | |
| Glasser | F402 | Bow, Cello, All Sizes | All Sizes | No Substitutions | 50-0180 | NO BID | | | | NO BID | | | | | |
| Glasser | E302 | Bow - Viola, All Sizes | All Sizes | No Substitutions | 50-0181 | NO BID | | | | NO BID | | | | | |
| Glasser | C202 | Bow - Violin, All Sizes | All Sizes | No Substitutions | 50-0182 | NO BID | | | | NO BID | | | | | |
| H Core | CC485-3/4 | Case 3/4, Bass | Bass Case ,Nylon w/ Padded Lining | No Substitutions | 50-0108 | NO BID | | | | NO BID | | | | | |
| Heritage | HCB32012 | Case, Soft, 1/2 Cello | 5mm padding | No Substitutions | 50-0122 | NO BID | | | | NO BID | | | | | |
| Heritage | HCB32044 | Case, Soft, 3/4 Cello | 5mm padding | No Substitutions | 50-0123 | NO BID | | | | NO BID | | | | | |
| Kaces | all sizes Cello | Case, Soft, Cello | all sizes cello soft case | No Substitutions | 50-0183 | 57.45 | 51.75 | 48.85 | 48.85 | $57.45 | 58.25 | 52.47 | 49.53 | 49.53 | 58.25 |
| Karl Thunemann | K450 | Cello 4/4 Size | outfit model | No Substitutions | 50-0184 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0100 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0148 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0143 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0099 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0147 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0142 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0151 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0146 | NO BID | | | | NO BID | | | | | |
| Shar Music | PC100 | Cello 3/4 | 3/4 size Cello outfit Franz Hoffman | No Substitutions | 50-0110 | NO BID | | | | NO BID | | | | | |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **STRINGS Cont.** | | | | | | | | | | | | | | | |
| Karl Thunemann | Model 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0101 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0149 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0144 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Concert | Cello 4/4 Size | w/bag & bow | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0096 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0150 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0145 | NO BID | | | | NO BID | | | | | |
| Core | C32 | Cello 4/4 | Core cello full size | can sub with C34 | 50-0185 | NO BID | | | | NO BID | | | | | |
| Yamaha | C-40 | Guitar | Cedar Top, Classical | No Substitutions | 50-0124 | 109.95 | 109.95 | 109.95 | 109.95 | $109.95 | 111.49 | 111.49 | 111.49 | 111.49 | 111.49 |
| Kala | MK-SD | Ukulele | Dolphin bridge - Soprano | Substitutions Allowed | 50-0109 | 37.95 | 37.95 | 37.95 | 37.95 | $37.95 | 38.48 | 38.48 | 38.48 | 38.48 | 38.48 |
| Shen | SA100 | Viola, 11" | w/bag & bow | No Substitutions | 50-0153 | NO BID | | | | NO BID | | | | | |
| Shen | SA100 | Viola, 12" | w/bag & bow | No Substitutions | 50-0154 | NO BID | | | | NO BID | | | | | |
| Shen | SA100 | Viola, 13" | w/bag & bow | No Substitutions | 50-0155 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 14" | w/bag & bow | No Substitutions | 50-0156 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 15" | w/bag & bow | No Substitutions | 50-0159 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0160 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0157 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 16" | w/bag & bow | No Substitutions | 50-0161 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 16" | w/bag & bow | No Substitutions | 50-0158 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 1/2 | w/bag & bow | No Substitutions | 50-0163 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 1/4 | w/bag & bow | No Substitutions | 50-0162 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 3/4 | w/bag & bow | No Substitutions | 50-0164 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0165 | NO BID | | | | NO BID | | | | | |
| Shen | SV300 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0166 | NO BID | | | | NO BID | | | | | |
| | | | | **SUB TOTAL - Strings** | | | | | | **$205.35** | | | | | **$208.22** |
| **MISCELLANEOUS** | | | | | | | | | | | | | | | |
| Stage Right | Not Available | Deck, Stage | 16" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Stage Right | Not Available | Deck, Stage | 8" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | **GRAND TOTALS (Award)** | | | | | | **$4,090.80** | | | | | **$4,148.07** |

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

May 14, 2021

Mr. Vern Crews
Sweetwater Sound
5501 US Highway 30 W
Fort Wayne, IN 46818

Bid – Contract Pricing of Musical Instruments and Equipment

Dear Mr. Crews,

On July 14, 2020, The Board of Education originally approved a contract with Sweetwater Sound . for a portion of the Contract Pricing of Musical Instruments and Equipment Bid. The contract included the possibility of a one-year extension. District 300 would like to extend our current contract based on the June 11, 2020 response submitted by Sweetwater Sound. The extension will run from August 1, 2021 to July 31, 2022.

The original contract included the opportunity for the vendor to increase pricing by CPI-U of 1.4%. Included with this letter is the Sweetwater Sound pricing with this CPI-U adjustment. Awarded items are highlighted in green. Note that the Drumline pricing was a one-time purchase and will not be extended.

If your firm agrees to the pricing as shows with the CPI-U adjustment, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, June 8, 2021 and award by the board on Tuesday, June 22, 2021.

If this pricing is not accepted, then District 300 will release a new bid.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Vern Crews
150D95290F86C26912C4D1308EEBCADB contractworks. **05/24/2021**

Service Provider

**Sweetwater Sound** **Director**

| | | | | | | Sweetwater Sound | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | August 1, 2020 - July 31, 2021 | | | | | August 1, 2021 - July 31, 2022 with CPI-U Adjustment of 1.4% | | | | |
| Manufacturer's Name | Manufacturer's Item Nbr | Product Description | Product Description 2 | NOTES | D300 Item # | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) |
| **RECORDERS** | | | | | | | | | | | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - 1 piece With Books | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Peripole, Inc. | | Recorder | Baroque Peripole - 2 piece, all colors | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - multi color, no book | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YRS24B | Recorder | cleaning rod | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | | **SUB TOTAL - Recorders** | | | | | $0.00 | | | | | $0.00 |
| **PIANOS / KEYBOARDS** | | | | | | | | | | | | | | | |
| Yamaha | YPG235 | Keyboard, portable | Grand Piano - 76 key | No Substitutions | 50-0082 | $513.04 | No price brea | No price brea | No price brea | $513.04 | $520.22 | No price break | No price break | No price break | $520.22 |
| Yamaha | Arius YDP-184 | /Clavinova | with bench and dolly | No Substitutions | 50-0175 | $2,442.68 | No price brea | No price brea | No price brea | $2,442.68 | | | | | |
| Yamaha | Arius YDP-V240 | /Clavinova | with bench and dolly | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | CVP-701BW | /Clavinova | with bench and dolly | No Substitutions | 50-0126 | $4,085.45 | No price brea | No price brea | No price brea | $4,085.45 | $4,142.65 | No price break | No price break | No price break | $4,142.65 |
| Casio | PX-160BK | Digital Piano | 88-Key Full Size Digital Piano | Substitutions Allowed | 50-0172 | $506.95 | No price brea | No price brea | No price brea | $506.95 | | | | | |
| | | | | | **SUB TOTAL - Pianos** | | | | | **$4,598.49** | | | | | **$4,662.87** |
| **WOODWIND** | | | | | | | | | | | | | | | |
| Fox | IV | Bassoon | Model 4 Standard | No Substitutions | 50-0008 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | |
| Jupiter | JCB1000N | Bass Clarinet | | No Substitutions | 50-0007 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL221I | Bass Clarinet | | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | |
| Yamaha | YOB-241 | Oboe | | No Substitutions | 50-0005 | NO BID | | | | NO BID | | | | | |
| Howarth | S40C | Oboe | Intermediate Oboe | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YAS26 | Saxophone | Alto | No Substitutions | 50-0009 | NO BID | | | | NO BID | | | | | |
| Jupiter | YBS1100 | Saxophone | Bari - Eb | No Substitutions | 50-0011 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBS-52 | Saxophone | Bari - Eb | No Substitutions | 50-0010 | NO BID | | | | NO BID | | | | | |
| Yamaha | YTS-200ADII | Saxophone | Saxophone - Tenor Bb | No Substitutions | 50-0012 | NO BID | | | | NO BID | | | | | |
| | | | | | **SUB TOTAL - Woodwinds** | | | | | **$0.00** | | | | | **$0.00** |

| BRASS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | NO BID | | | | NO BID | | | | | |
| Yamaha | YEP321S | Euphonium | 4-Valve | No Substitutions | 50-0020 | NO BID | | | | NO BID | | | | | |
| Conn | 6D | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0015 | NO BID | | | | NO BID | | | | | |
| Yamaha | YHR567 | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0016 | NO BID | | | | NO BID | | | | | |
| Suzuki | AM200 | Metallophone | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | BM200 | Metallophone | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SM200 | Metallophone | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Studio 49 | SM1600 | Metallophone Soprano Diatonic | 1601 Series Elementary Students | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YSH-411WC | Sousaphone | | No Substitutions | 50-0023 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBK-830 | Trombone | Bass - Xeno Series | No Substitutions | 50-0139 | NO BID | | | | NO BID | | | | | |
| Yamaha | YSL-200AD | Trombone | Student | No Substitutions | 50-0013 | NO BID | | | | NO BID | | | | | |
| Bach | TR300H2 | Trumpet | | No Substitutions | 50-0019 | NO BID | | | | NO BID | | | | | |
| Bundy | BTR300 | Trumpet | For elementary only | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YTR-2330 | Trumpet | | No Substitutions | 50-0018 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBB-105WC | Tuba, 3/4 | 3-Valve 3/4 BBb Tuba | No Substitutions | 50-0136 | NO BID | | | | NO BID | | | | | |
| Leblanc | 7181 | Eb Contra Alto Clarinet | Leblanc Eb Contra Alto Clarinet | No Substitutions | 50-0175 | NO BID | | | | NO BID | | | | | |
| Geminhardt | 2SP | Flute | Student Flute | No Substitutions | 50-0133 | NO BID | | | | NO BID | | | | | |
| Yamaha | YFL-222 | Flute | Student Flute | No Substitutions | 50-0134 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL-255 | Clarinet | Standard Bb Clarinet | No Substitutions | 50-0176 | NO BID | | | | NO BID | | | | | |
| Yamaha | YCL-622II | Bass Clarinet | Low C Professional Bass Clarinet | No Substitutions | 50-0006 | NO BID | | | | NO BID | | | | | |
| Yamaha | YSS-82Z | Soprano Sax | Soprano Saxophone, advanced level | No Substitutions | 50-0177 | NO BID | | | | NO BID | | | | | |
| Yamaha | YBB321WC | Tuba, Concert | Lacquer/Key of BBb | No Substitutions | 50-0014 | NO BID | | | | NO BID | | | | | |
| Conn | 8D | French Horn - DOUBLE | French horn, advanced level | No Substitutions | 50-0178 | NO BID | | | | NO BID | | | | | |
| | | | | **SUB TOTAL - Brass** | | | | | | **$0.00** | | | | | **$0.00** |

| PERCUSSION | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sonor | KSP60X-C | Bar, Contra Bass | Resonator Bar-C | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | KSP60X-F | Bar, Contra Bass | Pao Rosa Primary KSP 60X Bar - F | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | KSP60X-G | Bar, Contra Bass | Pao Rosa Primary KSP 60X, Bar - G | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YG - 250DS100 | Bells, w/stand | Concert Bells with Rolling Stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWH13 | Boomwhacker | 13-Note Floor Stand - storage | No Substitutions | 50-0030 | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWCG | Boomwhackers | 5-note Chromatics Set | No Substitutions | 50-0035 | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWDG | Boomwhackers | C Major Diatonic Set - 8-note | No Substitutions | 50-0029 | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWJG | Boomwhackers | Bass Diatonic Set 7-note | No Substitutions | 50-0033 | NO BID | | | | NO BID | | | | | |
| Boomwhackers | BWEG | Boomwhackers | Treble Extension Set - 7 note | No Substitutions | 50-0034 | NO BID | | | | NO BID | | | | | |
| Zildjian | ZBT14C | Cymbal | Crash Cymbals 14" | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sabian/Cannon | XS20 | Cymbal | XS20 Susbended w/ 16" Stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Meinl | B20JETR | Cymbal | Extra Thin Ride - Byzance 20" Jazz | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Tama | TX517 | Drum Set | 2013 Stage Custom Birch 5-Piece Drum Set with 20" Bass Drum | No Substitutions | 50-0179 | $675.64 | No price brea | No price brea | No price brea | $675.64 | $685.10 | No price brea | No price brea | No price brea | $685.10 |
| Pearl | CB7028CS1 | Drum, Bass | Intermediate Concert Series w/ stand | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | SBP2F50 | Drum, Set | w/ 20" Bass Drum 5-Piece Stage Custom Birch Shell Pack | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | KD-0500-01 | Drum,Hand | Kid's Set of 5 Nesting Drums | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Orange County Drums & Percussion | HD-8500-06 | Drums, Hand Pretuned | Set of 6 w/ synthetic Fiberskyn 3 | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | Global Beat GA GB | Glockenspiel | Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | AD250 | Glockenspiel | Alto Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | Global Beat GS GB | Glockenspiel | Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SD250 | Glockenspiel | Soprano - Standard | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | SK275 | Snare - Kit w/Stand | Student Model | Substitutions Allowed | 50-0057 | NO BID | | | | NO BID | | | | | |
| Orange County Drum | OCSN0614-NBBA | Snare Drum | Maple, Orange County Drum | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Remo | TU-1112-PM | Tubano | Kintekloth Fabric -Tubano Drumkey Tuned, 12x27" | Substitutions Allowed | 50-0085 | $225.95 | No price brea | No price brea | No price brea | $225.95 | $229.11 | No price brea | No price brea | No price brea | $229.11 |
| Remo | DP-VSTU-CC | Tubano, Set-VERSA | TF-20 Head Orange 9,11,13 in | Substitutions Allowed | 50-0084 | $415.95 | No price brea | No price brea | No price brea | $415.95 | $421.77 | No price brea | No price brea | No price brea | $421.77 |
| Sonor | AX-GBF | Xylophone | Global Beat Fiberglass -Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | AXP 1.1 | Xylophone | Primary Rosewood Alto | Substitutions Allowed | | NO BID | | | | NO BID | | | | | |
| Suzuki | AX200 | Xylophone | Standard - Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | AX-GBF | Xylophone | Beat Alto | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | SX200 | Xylophone | Standard - Soprano | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Yamaha | YX-500F | Xylophone | | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Sonor | GBX-GBF | Xylophone | Global Beat Bass Xylophone | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Studio 49 | BX1600 | Xylophone, Bass | | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Suzuki | BX200 | Xylophone, Bass | Deep Bass | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Ludwig | LMXYLO | Xylophones | Ludwig Musser 2.5 octave | No Substitutions | 50-0024 | NO BID | | | | NO BID | | | | | |
| Malletech | MMT5.0 | Marimba | Malletech 5 Otctabe Marimba | No Substitutions | | NO BID | | | | NO BID | | | | | |
| **SUB TOTAL - Percussion** | | | | | | | | | | **$1,317.54** | | | | | **$1,335.99** |

| STRINGS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kaces | UKUB-3/4 | Bag,Bass 3/4 | University Series | No Substitutions | 50-0097 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | KT80B | Bass 1/2 | Student Model 80 w/ bag and bow | No Substitutions | 50-0105 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | KT80B | Bass 1/4 | 1/4 Double Bass Outfit | No Substitutions | 50-0104 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/2 | w/bag & bow | No Substitutions | 50-0119 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/4 | Model 168 | No Substitutions | 50-0118 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/8 | w/bag & bow | No Substitutions | 50-0167 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Bass, String 3/4 | 3/4 Size String Bass | No Substitutions | 50-0106 added to PO2 | NO BID | | | | NO BID | | | | | |
| Shen | SB150 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0170 | NO BID | | | | NO BID | | | | | |
| Shen | SB80 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0120 | NO BID | | | | NO BID | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes German | All Sizes | No Substitutions | 50-0091 | NO BID | | | | NO BID | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes French | All Sizes | No Substitutions | 50-0092 | NO BID | | | | NO BID | | | | | |
| Glasser | F402 | Bow, Cello, All Sizes | All Sizes | No Substitutions | 50-0180 | NO BID | | | | NO BID | | | | | |
| Glasser | E302 | Bow - Viola, All Sizes | All Sizes | No Substitutions | 50-0181 | NO BID | | | | NO BID | | | | | |
| Glasser | C202 | Bow - Violin, All Sizes | All Sizes | No Substitutions | 50-0182 | NO BID | | | | NO BID | | | | | |
| H Core | CC485-3/4 | Case 3/4, Bass | Bass Case ,Nylon w/ Padded Lining | No Substitutions | 50-0108 | NO BID | | | | NO BID | | | | | |
| Heritage | HCB32012 | Case, Soft, 1/2 Cello | 5mm padding | No Substitutions | 50-0122 | NO BID | | | | NO BID | | | | | |
| Heritage | HCB32044 | Case, Soft, 3/4 Cello | 5mm padding | No Substitutions | 50-0123 | NO BID | | | | NO BID | | | | | |
| Kaces | all sizes Cello | Case, Soft, Cello | all sizes cello soft case | No Substitutions | 50-0183 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | K450 | Cello 4/4 Size | outfit model | No Substitutions | 50-0184 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0100 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0148 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0143 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0099 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0147 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0142 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0151 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0146 | NO BID | | | | NO BID | | | | | |
| Shar Music | PC100 | Cello 3/4 | 3/4 size Cello outfit Franz Hoffman | No Substitutions | 50-0110 | NO BID | | | | NO BID | | | | | |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **STRINGS Cont.** | | | | | | | | | | | | | | | |
| Karl Thunemann | Model 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0101 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0149 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0144 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Concert | Cello 4/4 Size | w/bag & bow | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0096 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0150 | NO BID | | | | NO BID | | | | | |
| Shen | 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0145 | NO BID | | | | NO BID | | | | | |
| Core | C32 | Cello 4/4 | Core cello full size | can sub with C34 | 50-0185 | NO BID | | | | NO BID | | | | | |
| Yamaha | C-40 | Guitar | Cedar Top, Classical | No Substitutions | 50-0124 | NO BID | | | | NO BID | | | | | |
| Kala | MK-SD | Ukulele | Dolphin bridge - Soprano | Substitutions Allowed | 50-0109 | NO BID | | | | NO BID | | | | | |
| Shen | SA100 | Viola, 11" | w/bag & bow | No Substitutions | 50-0153 | NO BID | | | | NO BID | | | | | |
| Shen | SA100 | Viola, 12" | w/bag & bow | No Substitutions | 50-0154 | NO BID | | | | NO BID | | | | | |
| Shen | SA100 | Viola, 13" | w/bag & bow | No Substitutions | 50-0155 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 14" | w/bag & bow | No Substitutions | 50-0156 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 15" | w/bag & bow | No Substitutions | 50-0159 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0160 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0157 | NO BID | | | | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 16" | w/bag & bow | No Substitutions | 50-0161 | NO BID | | | | NO BID | | | | | |
| Shen | SA300 | Viola, 16" | w/bag & bow | No Substitutions | 50-0158 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 1/2 | w/bag & bow | No Substitutions | 50-0163 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 1/4 | w/bag & bow | No Substitutions | 50-0162 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 3/4 | w/bag & bow | No Substitutions | 50-0164 | NO BID | | | | NO BID | | | | | |
| Shen | SV100 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0165 | NO BID | | | | NO BID | | | | | |
| Shen | SV300 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0166 | NO BID | | | | NO BID | | | | | |
| | | | | **SUB TOTAL - Strings** | | | | | | **$0.00** | | | | | **$0.00** |
| **MISCELLANEOUS** | | | | | | | | | | | | | | | |
| Stage Right | Not Available | Deck, Stage | 16" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Stage Right | Not Available | Deck, Stage | 8" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | **GRAND TOTALS (Award)** | | | | | | **$5,916.03** | | | | | **$5,998.85** |

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

May 14, 2021

Mr. George Quinlan, Jr.
Quinlan & Fabish Music Co.
6827 High Grove Boulevard
Burr Ridge, IL 60527

Bid – Contract Pricing of Musical Instruments and Equipment

Dear Mr. Quinlan,

On July 14, 2020, The Board of Education originally approved a contract with Quinlan & Fabish Music Co. for a portion of the Contract Pricing of Musical Instruments and Equipment Bid. The contract included the possibility of a one-year extension. District 300 would like to extend our current contract based on the June 11, 2020 response submitted by Quinlan & Fabish Music Co. The extension will run from August 1, 2021 to July 31, 2022.

The original contract included the opportunity for the vendor to increase pricing by CPI-U of 1.4%. Included with this letter is the Quinlan & Fabish Music Co. pricing with this CPI-U adjustment. Awarded items are highlighted in green. Note that the Drumline pricing was a one-time purchase and will not be extended.

If your firm agrees to the pricing as shows with the CPI-U adjustment, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, June 8, 2021 and award by the board on Tuesday, June 22, 2021.

If this pricing is not accepted, then District 300 will release a new bid.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

George Quinlan Jr.
BDE5DE2EB12BC1C182ED8313A255DDF4 contractworks.

**05/18/2021**

Service Provider

**Quinlan & Fabish Music Co President**

| | | | | | | Quinlan & Fabish | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | August 1, 2020 - July 31, 2021 | | | | | August 1, 2021 - July 31, 2022 with CPI-U Adjustment of 1.4% | | | | |
| Manufacturer's Name | Manufacturer's Item Nbr | Product Description | Product Description 2 | NOTES | D300 Item # | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) | 1-5 | 6-9 | 10-15 | 15+ | Ext. Price (ea) |
| **RECORDERS** | | | | | | | | | | | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - 1 piece With Books | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Peripole, Inc. | | Recorder | Baroque Peripole - 2 piece, all colors | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Kingsley | | Recorder | Baroque Kingsley - multi color, no book | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Yamaha | YRS24B | Recorder | cleaning rod | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| | | | | | **SUB TOTAL - Recorders** | | | | | $0.00 | | | | | $0.00 |
| **PIANOS / KEYBOARDS** | | | | | | | | | | | | | | | |
| Yamaha | YPG235 | Keyboard, portable | Grand Piano - 76 key | No Substitutions | 50-0082 | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Yamaha | Arius YDP-184 | /Clavinova | with bench and dolly | No Substitutions | 50-0175 | $ 1,759.20 | $ 1,583.28 | $ 1,424.95 | $ 1,395.00 | $1,759.20 | | | | | |
| Yamaha | Arius YDP-V240 | /Clavinova | with bench and dolly | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Yamaha | CVP-701BW | /Clavinova | with bench and dolly | No Substitutions | 50-0126 | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Casio | PX-160BK | Digital Piano | 88-Key Full Size Digital Piano | Substitutions Allowed | 50-0172 | $ 779.00 | $ 749.00 | $ 699.00 | $ 679.00 | $779.00 | | | | | |
| | | | | | **SUB TOTAL - Pianos** | | | | | $0.00 | | | | | $0.00 |
| **WOODWIND** | | | | | | | | | | | | | | | |
| Fox | IV | Bassoon | Model 4 Standard | No Substitutions | 50-0008 | $ 6,029.45 | $ 6,029.45 | $ 6,029.45 | $ 6,029.45 | $6,029.45 | $ 6,113.86 | $ 6,113.86 | $ 6,113.86 | $ 6,113.86 | $ 6,113.86 |
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | $ 1,777.36 | $ 1,777.36 | $ 1,777.36 | $ 1,777.36 | $1,777.36 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 |
| Jupiter | JCB1000N | Bass Clarinet | | No Substitutions | 50-0007 | $ 1,521.06 | $ 1,521.06 | $ 1,521.06 | $ 1,521.06 | $1,521.06 | $ 1,542.36 | $ 1,542.36 | $ 1,542.36 | $ 1,542.36 | $ 1,542.36 |
| Yamaha | YCL221I | Bass Clarinet | | No Substitutions | 50-0006 | $ 1,849.55 | $ 1,849.55 | $ 1,849.55 | $ 1,849.55 | $1,849.55 | $ 1,875.44 | $ 1,875.44 | $ 1,875.44 | $ 1,875.44 | $ 1,875.44 |
| Yamaha | YOB-241 | Oboe | | No Substitutions | 50-0005 | $ 1,424.00 | $ 1,424.00 | $ 1,424.00 | $ 1,424.00 | $1,424.00 | $ 1,443.94 | $ 1,443.94 | $ 1,443.94 | $ 1,443.94 | $ 1,443.94 |
| Howarth | S40C | Oboe | Intermediate Oboe | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Yamaha | YAS26 | Saxophone | Alto | No Substitutions | 50-0009 | $ 1,070.00 | $ 1,070.00 | $ 1,070.00 | $ 1,070.00 | $1,070.00 | $ 1,084.98 | $ 1,084.98 | $ 1,084.98 | $ 1,084.98 | $ 1,084.98 |
| Jupiter | YBS1100 | Saxophone | Bari - Eb | No Substitutions | 50-0011 | $ 3,847.74 | $ 3,847.74 | $ 3,847.74 | $ 3,847.74 | $3,847.74 | $ 3,901.60 | $ 3,901.60 | $ 3,901.60 | $ 3,901.60 | $ 3,901.60 |
| Yamaha | YBS-52 | Saxophone | Bari - Eb | No Substitutions | 50-0010 | $ 4,407.42 | $ 4,407.42 | $ 4,407.42 | $ 4,407.42 | $4,407.42 | $ 4,469.12 | $ 4,469.12 | $ 4,469.12 | $ 4,469.12 | $ 4,469.12 |
| Yamaha | YTS-200ADII | Saxophone | Saxophone - Tenor Bb | No Substitutions | 50-0012 | $ 1,399.00 | $ 1,399.00 | $ 1,399.00 | $ 1,399.00 | $1,399.00 | | | | | |
| | | | | | **SUB TOTAL - Woodwinds** | | | | | **$21,926.57** | | | | | **$22,233.55** |

| BRASS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Yamaha | YBH-301M | Baritone | Marching Series - Lacquer - Bb | No Substitutions | 50-0021 | $ 1,777.36 | $ 1,777.36 | $ 1,777.36 | $ 1,777.36 | $1,777.36 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 | $ 1,802.24 |
| Yamaha | YEP321S | Euphonium | 4-Valve | No Substitutions | 50-0020 | $ 2,143.32 | $ 2,143.32 | $ 2,143.32 | $ 2,143.32 | $2,143.32 | $ 2,173.33 | $ 2,173.33 | $ 2,173.33 | $ 2,173.33 | $ 2,173.33 |
| Conn | 6D | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0015 | $ 2,831.12 | $ 2,831.12 | $ 2,831.12 | $ 2,831.12 | $2,831.12 | $ 2,870.76 | $ 2,870.76 | $ 2,870.76 | $ 2,870.76 | $ 2,870.76 |
| Yamaha | YHR567 | Horn, French - Double | Yellow Brass, Geyer style | No Substitutions | 50-0016 | $ 2,491.65 | $ 2,491.65 | $ 2,491.65 | $ 2,491.65 | $2,491.65 | $ 2,526.53 | $ 2,526.53 | $ 2,526.53 | $ 2,526.53 | $ 2,526.53 |
| Suzuki | AM200 | Metallophone | Alto Standard | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Suzuki | BM200 | Metallophone | Deep Bass | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Suzuki | SM200 | Metallophone | Soprano - Standard | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Studio 49 | SM1600 | Metallophone Soprano Diatonic | 1601 Series Elementary Students | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Yamaha | YSH-411WC | Sousaphone | | No Substitutions | 50-0023 | $ 6,108.78 | $ 6,108.78 | $ 6,108.78 | $ 6,108.78 | $6,108.78 | $ 6,194.30 | $ 6,194.30 | $ 6,194.30 | $ 6,194.30 | $ 6,194.30 |
| Yamaha | YBK-830 | Trombone | Bass - Xeno Series | No Substitutions | 50-0139 | $ 4,140.40 | $ 4,140.40 | $ 4,140.40 | $ 4,140.40 | $4,140.40 | $ 4,198.37 | $ 4,198.37 | $ 4,198.37 | $ 4,198.37 | $ 4,198.37 |
| Yamaha | YSL-200AD | Trombone | Student | No Substitutions | 50-0013 | $ 599.00 | $ 599.00 | $ 599.00 | $ 599.00 | $599.00 | $ 607.39 | $ 607.39 | $ 607.39 | $ 607.39 | $ 607.39 |
| Bach | TR300H2 | Trumpet | | No Substitutions | 50-0019 | $ 499.00 | $ 499.00 | $ 499.00 | $ 499.00 | $499.00 | $ 505.99 | $ 505.99 | $ 505.99 | $ 505.99 | $ 505.99 |
| Bundy | BTR300 | Trumpet | For elementary only | No Substitutions | | No Bid | No Bid | No Bid | No Bid | NO BID | | | | | |
| Yamaha | YTR-2330 | Trumpet | | No Substitutions | 50-0018 | $ 644.19 | $ 644.19 | $ 644.19 | $ 644.19 | $644.19 | $ 653.21 | $ 653.21 | $ 653.21 | $ 653.21 | $ 653.21 |
| Yamaha | YBB-105WC | Tuba, 3/4 | 3-Valve 3/4 BBb Tuba | No Substitutions | 50-0136 | $ 2,935.92 | $ 2,935.92 | $ 2,935.92 | $ 2,935.92 | $2,935.92 | $ 2,977.02 | $ 2,977.02 | $ 2,977.02 | $ 2,977.02 | $ 2,977.02 |
| Leblanc | 7181 | Eb Contra Alto Clarinet | Leblanc Eb Contra Alto Clarinet | No Substitutions | 50-0175 | $ 2,997.14 | $ 2,997.14 | $ 2,997.14 | $ 2,997.14 | $2,997.14 | $ 3,039.10 | $ 3,039.10 | $ 3,039.10 | $ 3,039.10 | $ 3,039.10 |
| Geminhardt | 2SP | Flute | Student Flute | No Substitutions | 50-0133 | $ 289.00 | $ 279.00 | $ 269.00 | $ 259.00 | $289.00 | $ 293.05 | $ 282.91 | $ 272.77 | $ 262.63 | $ 293.05 |
| Yamaha | YFL-222 | Flute | Student Flute | No Substitutions | 50-0134 | $ 429.00 | $ 429.00 | $ 429.00 | $ 429.00 | $429.00 | $ 435.01 | $ 435.01 | $ 435.01 | $ 435.01 | $ 435.01 |
| Yamaha | YCL-255 | Clarinet | Standard Bb Clarinet | No Substitutions | 50-0176 | $ 479.00 | $ 479.00 | $ 479.00 | $ 479.00 | $479.00 | $ 485.71 | $ 485.71 | $ 485.71 | $ 485.71 | $ 485.71 |
| Yamaha | YCL-622II | Bass Clarinet | Low C Professional Bass Clarinet | No Substitutions | 50-0006 | $ 7,526.58 | $ 7,526.58 | $ 7,526.58 | $ 7,526.58 | $7,526.58 | $ 7,631.95 | $ 7,631.95 | $ 7,631.95 | $ 7,631.95 | $ 7,631.95 |
| Yamaha | YSS-82Z | Soprano Sax | Soprano Saxophone, advanced level | No Substitutions | 50-0177 | $ 3,997.03 | $ 3,997.03 | $ 3,997.03 | $ 3,997.03 | $3,997.03 | $ 4,052.99 | $ 4,052.99 | $ 4,052.99 | $ 4,052.99 | $ 4,052.99 |
| Yamaha | YBB321WC | Tuba, Concert | Lacquer/Key of BBb | No Substitutions | 50-0014 | $ 4,967.55 | $ 4,967.55 | $ 4,967.55 | $ 4,967.55 | $4,967.55 | $ 5,037.10 | $ 5,037.10 | $ 5,037.10 | $ 5,037.10 | $ 5,037.10 |
| Conn | 8D | French Horn - DOUBLE | French horn, advanced level | No Substitutions | 50-0178 | $ 3,935.53 | $ 3,935.53 | $ 3,935.53 | $ 3,935.53 | $3,935.53 | $ 3,990.63 | $ 3,990.63 | $ 3,990.63 | $ 3,990.63 | $ 3,990.63 |
| | | | | **SUB TOTAL - Brass** | | | | | | **$48,791.58** | | | | | **$49,474.66** |

| PERCUSSION | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sonor | KSP60X-C | Bar, Contra Bass | Resonator Bar-C | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | KSP60X-F | Bar, Contra Bass | Pao Rosa Primary KSP 60X Bar - F | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | KSP60X-G | Bar, Contra Bass | Pao Rosa Primary KSP 60X, Bar - G | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Yamaha | YG - 250DS100 | Bells, w/stand | Concert Bells with Rolling Stand | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Boomwhackers | BWH13 | Boomwhacker | 13-Note Floor Stand - storage | No Substitutions | 50-0030 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Boomwhackers | BWCG | Boomwhackers | 5-note Chromatics Set | No Substitutions | 50-0035 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Boomwhackers | BWDG | Boomwhackers | C Major Diatonic Set - 8-note | No Substitutions | 50-0029 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Boomwhackers | BWJG | Boomwhackers | Bass Diatonic Set 7-note | No Substitutions | 50-0033 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Boomwhackers | BWEG | Boomwhackers | Treble Extension Set - 7 note | No Substitutions | 50-0034 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Zildjian | ZBT14C | Cymbal | Crash Cymbals 14" | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sabian/Cannon | XS20 | Cymbal | XS20 Susbended w/ 16" Stand | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Meinl | B20JETR | Cymbal | Extra Thin Ride - Byzance 20" Jazz | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Tama | TX517 | Drum Set | 2013 Stage Custom Birch 5-Piece Drum Set with 20" Bass Drum | No Substitutions | 50-0179 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Pearl | CB7028CS1 | Drum, Bass | Intermediate Concert Series w/ stand | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Yamaha | SBP2F50 | Drum, Set | w/ 20" Bass Drum 5-Piece Stage Custom Birch Shell Pack | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Yamaha | KD-0500-01 | Drum,Hand | Kid's Set of 5 Nesting Drums | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Orange County Drums & Percussion | HD-8500-06 | Drums, Hand Pretuned | Set of 6 w/ synthetic Fiberskyn 3 | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | Global Beat GA GB | Glockenspiel | Alto | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Suzuki | AD250 | Glockenspiel | Alto Standard | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | Global Beat GS GB | Glockenspiel | Soprano | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Suzuki | SD250 | Glockenspiel | Soprano - Standard | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Yamaha | SK275 | Snare - Kit w/Stand | Student Model | Substitutions Allowed | 50-0057 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Orange County Drum | OCSN0614-NBBA | Snare Drum | Maple, Orange County Drum | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Remo | TU-1112-PM | Tubano | Kintekloth Fabric -Tubano Drumkey Tuned, 12x27" | Substitutions Allowed | 50-0085 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Remo | DP-VSTU-CC | Tubano, Set-VERSA | TF-20 Head Orange 9,11,13 in | Substitutions Allowed | 50-0084 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | AX-GBF | Xylophone | Global Beat Fiberglass -Alto | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | AXP 1.1 | Xylophone | Primary Rosewood Alto | Substitutions Allowed | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Suzuki | AX200 | Xylophone | Standard - Alto | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | AX-GBF | Xylophone | Beat Alto | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Suzuki | SX200 | Xylophone | Standard - Soprano | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Yamaha | YX-500F | Xylophone | | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Sonor | GBX-GBF | Xylophone | Global Beat Bass Xylophone | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Studio 49 | BX1600 | Xylophone, Bass | | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Suzuki | BX200 | Xylophone, Bass | Deep Bass | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Ludwig | LMXYLO | Xylophones | Ludwig Musser 2.5 octave | No Substitutions | 50-0024 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| Malletech | MMT5.0 | Marimba | Malletech 5 Otctabe Marimba | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | | |
| | | | | **SUB TOTAL - Percussion** | | | | | | **$0.00** | | | | | | **$0.00** |

| STRINGS | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kaces | UKUB-3/4 | Bag,Bass 3/4 | University Series | No Substitutions | 50-0097 | $ 189.50 | $ 170.55 | $ 153.50 | $ 138.15 | $189.50 | | | | | |
| Karl Thunemann | KT80B | Bass 1/2 | Student Model 80 w/ bag and bow | No Substitutions | 50-0105 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | KT80B | Bass 1/4 | 1/4 Double Bass Outfit | No Substitutions | 50-0104 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | SB80 | Bass, String 1/2 | w/bag & bow | No Substitutions | 50-0119 | $ 1,046.25 | $ 993.94 | $ 944.24 | $ 915.91 | $1,046.25 | $ 1,060.90 | $ 1,007.85 | $ 957.46 | $ 928.74 | $ 1,060.90 |
| Shen | SB80 | Bass, String 1/4 | Model 168 | No Substitutions | 50-0118 | $ 1,046.25 | $ 993.94 | $ 944.24 | $ 915.91 | $1,046.25 | $ 1,060.90 | $ 1,007.85 | $ 957.46 | $ 928.74 | $ 1,060.90 |
| Shen | SB80 | Bass, String 1/8 | w/bag & bow | No Substitutions | 50-0167 | $ 1,046.25 | $ 993.94 | $ 944.24 | $ 915.91 | $1,046.25 | $ 1,060.90 | $ 1,007.85 | $ 957.46 | $ 928.74 | $ 1,060.90 |
| Karl Thunemann | Model 80 | Bass, String 3/4 | 3/4 Size String Bass | No Substitutions | 50-0106 a | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | SB150 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0170 | $ 1,849.50 | $ 1,757.03 | $ 1,669.17 | $ 1,619.10 | $1,849.50 | $ 1,875.39 | $ 1,781.62 | $ 1,692.54 | $ 1,641.77 | $ 1,875.39 |
| Shen | SB80 | Bass, String 3/4 | w/bag & bow | No Substitutions | 50-0120 | $ 1,046.25 | $ 993.94 | $ 944.24 | $ 915.91 | $1,046.25 | $ 1,060.90 | $ 1,007.85 | $ 957.46 | $ 928.74 | $ 1,060.90 |
| Glasser | G502 | Bow - Bass, All Sizes German | All Sizes | No Substitutions | 50-0091 | $ 107.80 | $ 97.02 | $ 92.17 | $ 89.40 | $107.80 | | | | | |
| Glasser | G502 | Bow - Bass, All Sizes French | All Sizes | No Substitutions | 50-0092 | $ 107.80 | $ 97.02 | $ 92.17 | $ 89.40 | $107.80 | | | | | |
| Glasser | F402 | Bow, Cello, All Sizes | All Sizes | No Substitutions | 50-0180 | $ 80.85 | $ 72.77 | $ 69.13 | $ 67.05 | $80.85 | | | | | |
| Glasser | E302 | Bow - Viola, All Sizes | All Sizes | No Substitutions | 50-0181 | $ 53.90 | $ 48.51 | $ 46.08 | $ 44.70 | $53.90 | | | | | |
| Glasser | C202 | Bow - Violin, All Sizes | All Sizes | No Substitutions | 50-0182 | $ 50.05 | $ 45.05 | $ 42.79 | $ 41.51 | $50.05 | | | | | |
| H Core | CC485-3/4 | Case 3/4, Bass | Bass Case ,Nylon w/ Padded Lining | No Substitutions | 50-0108 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Heritage | HCB32012 | Case, Soft, 1/2 Cello | 5mm padding | No Substitutions | 50-0122 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Heritage | HCB32044 | Case, Soft, 3/4 Cello | 5mm padding | No Substitutions | 50-0123 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Kaces | all sizes Cello | Case, Soft, Cello | all sizes cello soft case | No Substitutions | 50-0183 | $ 133.00 | $ 119.70 | $ 107.73 | $ 96.96 | $133.00 | | | | | |
| Karl Thunemann | K450 | Cello 4/4 Size | outfit model | No Substitutions | 50-0184 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0100 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0148 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | 150 | Cello 1/2 Size | w/bag & bow | No Substitutions | 50-0143 | $ 703.25 | $ 668.09 | $ 634.68 | $ 615.64 | $703.25 | $ 713.10 | $ 677.44 | $ 643.57 | $ 624.26 | $ 713.10 |
| Karl Thunemann | Model 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0099 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0147 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | 150 | Cello 1/4 Size | w/bag & bow | No Substitutions | 50-0142 | $ 703.25 | $ 668.09 | $ 634.68 | $ 615.64 | $703.25 | $ 713.10 | $ 677.44 | $ 643.57 | $ 624.26 | $ 713.10 |
| Karl Thunemann | Model 150 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0151 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 1/8 Size | w/bag & bow | No Substitutions | 50-0146 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shar Music | PC100 | Cello 3/4 | 3/4 size Cello outfit Franz Hoffman | No Substitutions | 50-0110 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **STRINGS Cont.** | | | | | | | | | | | | | | | |
| Karl Thunemann | Model 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0101 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0149 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | 150 | Cello 3/4 Size | w/bag & bow | No Substitutions | 50-0144 | $ 703.25 | $ 668.09 | $ 634.68 | $ 615.64 | $703.25 | $ 713.10 | $ 677.44 | $ 643.57 | $ 624.26 | $ 713.10 |
| Karl Thunemann | Concert | Cello 4/4 Size | w/bag & bow | No Substitutions | | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0096 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Model 80 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0150 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | 150 | Cello 4/4 Size | w/bag & bow | No Substitutions | 50-0145 | $ 703.25 | $ 668.09 | $ 634.68 | $ 615.64 | $703.25 | $ 713.10 | $ 677.44 | $ 643.57 | $ 624.26 | $ 713.10 |
| Core | C32 | Cello 4/4 | Core cello full size | can sub with C34 | 50-0185 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Yamaha | C-40 | Guitar | Cedar Top, Classical | No Substitutions | 50-0124 | $ 112.33 | $ 106.71 | $ 101.37 | $ 98.33 | $112.33 | | | | | |
| Kala | MK-SD | Ukulele | Dolphin bridge - Soprano | Substitutions Allowed | 50-0109 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | SA100 | Viola, 11" | w/bag & bow | No Substitutions | 50-0153 | $ 287.00 | $ 272.65 | $ 259.02 | $ 251.25 | $287.00 | $ 291.02 | $ 276.47 | $ 262.64 | $ 254.76 | $ 291.02 |
| Shen | SA100 | Viola, 12" | w/bag & bow | No Substitutions | 50-0154 | $ 287.00 | $ 272.65 | $ 259.02 | $ 251.25 | $287.00 | $ 291.02 | $ 276.47 | $ 262.64 | $ 254.76 | $ 291.02 |
| Shen | SA100 | Viola, 13" | w/bag & bow | No Substitutions | 50-0155 | $ 287.00 | $ 272.65 | $ 259.02 | $ 251.25 | $287.00 | $ 291.02 | $ 276.47 | $ 262.64 | $ 254.76 | $ 291.02 |
| Shen | SA300 | Viola, 14" | w/bag & bow | No Substitutions | 50-0156 | $ 707.00 | $ 671.65 | $ 638.07 | $ 618.93 | $707.00 | $ 716.90 | $ 681.05 | $ 647.00 | $ 627.59 | $ 716.90 |
| Karl Thunemann | Student | Viola, 15" | w/bag & bow | No Substitutions | 50-0159 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Karl Thunemann | Student | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0160 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | SA300 | Viola, 15.5" | w/bag & bow | No Substitutions | 50-0157 | $ 707.00 | $ 671.65 | $ 638.07 | $ 618.93 | $707.00 | | | | | |
| Karl Thunemann | Student | Viola, 16" | w/bag & bow | No Substitutions | 50-0161 | **No Bid** | **No Bid** | **No Bid** | **No Bid** | NO BID | | | | | |
| Shen | SA300 | Viola, 16" | w/bag & bow | No Substitutions | 50-0158 | $ 707.00 | $ 671.65 | $ 638.07 | $ 618.93 | $707.00 | | | | | |
| Shen | SV100 | Violin 1/2 | w/bag & bow | No Substitutions | 50-0163 | $ 259.00 | $ 246.05 | $ 233.75 | $ 222.06 | $259.00 | $ 262.63 | $ 249.49 | $ 237.02 | $ 225.17 | $ 262.63 |
| Shen | SV100 | Violin 1/4 | w/bag & bow | No Substitutions | 50-0162 | $ 259.00 | $ 246.05 | $ 233.75 | $ 222.06 | $259.00 | $ 262.63 | $ 249.49 | $ 237.02 | $ 225.17 | $ 262.63 |
| Shen | SV100 | Violin 3/4 | w/bag & bow | No Substitutions | 50-0164 | $ 259.00 | $ 246.05 | $ 233.75 | $ 222.06 | $259.00 | $ 262.63 | $ 249.49 | $ 237.02 | $ 225.17 | $ 262.63 |
| Shen | SV100 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0165 | $ 259.00 | $ 246.05 | $ 233.75 | $ 222.06 | $259.00 | $ 262.63 | $ 249.49 | $ 237.02 | $ 225.17 | $ 262.63 |
| Shen | SV300 | Violin 4/4 | w/bag & bow | No Substitutions | 50-0166 | $ 602.00 | $ 571.90 | $ 543.31 | $ 516.14 | $602.00 | | | | | |
| | | | | **SUB TOTAL - Strings** | | | | | | **$11,451.50** | | | | | **$11,611.82** |
| **MISCELLANEOUS** | | | | | | | | | | | | | | | |
| Stage Right | Not Available | Deck, Stage | 16" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| Stage Right | Not Available | Deck, Stage | 8" All Purpose | No Substitutions | | NO BID | | | | NO BID | | | | | |
| | | | | **GRAND TOTALS (Award)** | | | | | | **$82,169.65** | | | | | **$83,320.03** |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **June 8, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Deb Mason
Director of Transportation

**SUBJECT:** **Alternate Transportation Service**

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | |
| **Finance** | 06/08/21 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**Background**

We have been utilizing alternate transportation services beginning in July 2007. The impacts of COVID have left us, and surrounding districts, with a shortage of drivers, an increase in McKinney/Vento students, and having to broaden the search for out-of-district facility placement for our students with special needs. The totality of this impact requires us to secure additional transportation solutions, which results in the use of multiple alternate transportation resources. Being a district that is located in the far northwest suburbs, there are limited resources and drivers to provide specialized transportation. District 300, and the surrounding districts, are utilizing the same alternate transportation companies which is reducing their driver availability to our district.

Beginning in the month of April, we used ALC on a limited trial basis to evaluate the quality of services provided. We feel confident in recommending the use of their services for our students. ALC is an alternate transportation solutions company that has branched into our area and provides alternate student transportation services. They offer a very transparent process with GPS tracking on all of their vehicles, a designated email and phone number specifically for our district, and provide bus monitors as well as required transportation equipment when required.

Pricing has been vetted by comparison of the current contract of vendors for alternate transportation. ALC does have an agreement with OMNIA Partners, a national purchasing cooperative, Contract R190401. We are purchasing our services from ALC through this agreement.

**Administrative Recommendation**

The Administration recommends the approval of a 1 year extension with ALC.

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**REQUEST FOR PROPOSAL - Professional Services - Taxi Services for Students**
**THURSDAY, AUGUST 29, 2019, 4:30PM - Electronic Submission**

**Contract extension awarded at the July 14, 2020 Meeting**

Cost Comparision to existing awarded contract - to add an additional alternative for transportation - Pricing per the national purchasing cooperative Omnia

| COMPANY | Cost Per Mile Radius I | Cost Per Mile Radius II | No Load Fee | BASE TRIP FEE | BUS MONITOR FEE | SPED ACCOMMODATIONS | RIDESHARE OPTIONS | ADD'L SAFETY ENHANCEMENTS | Required Certifications | Vendor App & W-9 | COI | References | Comments |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **American Taxi** | $2.40 | $2.40 | $10.00 | N/A | DOES NOT PROVIDE | DOES NOT PROVIDE | NONE | GPS | Y | Y | Y | Y | |
| **Axess Transportation** | $2.60 | $2.60 | $16.00 | N/A | $25/HR | 1 SPED ACCOMMODATION VEHICLE | NONE | N/A | Y | Y | Y | Y | |
| **ALC** | $2.50 | $2.50 | FULL PRICE OF TRIP | $65 UP TO FIRST 12 MILES OF TRIP | $25/HR | PROVIDES ALL NECESSARY SPED EQUIP AND VEHICLE ACCOMMODATIONS | HAS THE ABILITY FOR RIDESHARE WITH NEIGHBORING DISTRICTS | GPS, DEDICATED WEBSITE WITH INDIVIDUAL STUDENT SCHEDULES, DEDICATED PHONE NUMBER AND EMAIL, COMMUNICATE VEHICLE INFORMATION THROUGH APP, INFORM PARENTS OF SUB DRIVERS AND VEHICLE INFORMATION | Y | Y | Y | Y | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

**Administration Recommends**

**American Taxi, Mt Prospect, IL - award contract pricing for student transportation for Radius I, for an estimated contract amount of $273,664.00 based on actual spend for FY19**

**Axess Transportation, Algonquin, IL - award contract pricing for student transportation for Radius II for an estimated contract amount of $258,715.00 based on actual spend for FY19.**

**ALC Student Transportation Solutions, Schaumburg, IL - award contract pricing for student transportation for overlap of Radius I and II for an estimated contract amount of $250,000.00**

# AMENDMENT 1

THIS AMENDMENT 1 TO THE AGREEMENT FOR THE PROVISION OF ALTERNATIVE TRANSPORTATION SOLUTIONS ("AMENDMENT") is effective as of July 1, 2021, by and between ALC Schools, LLC. (“Contractor”), and Community Unit School District 300 (the "District"), with respect to the following facts:

**RECITALS:**

A. The Contractor and the District entered into an Agreement for the Provision of Alternative Transportation Solutions through the Contractor’s agreement with OMNIA Partners, Contract No. R190401, dated April 21, 2021 ("the Agreement"). Words and phrases as used in this Amendment shall have the same meaning as set forth in the Agreement except as otherwise defined herein. While not attached hereto, the provisions of the Agreement are incorporated herein by this reference.
B. The District and the Contractor now desire to amend the Agreement on the terms and conditions set forth below.

NOW, THEREFORE, the parties agree to the following amendment(s) to the Contract:

1. The term of this agreement is extended to June 30, 2022.

Except as set forth in this Amendment, the Agreement shall remain unchanged and in full force and effect.

**IN WITNESS WHEREOF, the parties have executed this Amendment 1.**

**COMMUNITY UNIT SCHOOL DISTRICT 300**

Signed:_____

Date: _____
Name: _____
Title: _____

**ALC SCHOOLS, LLC.**

Signed: _____

Date: 5/20/2021
Name: Megan Carey
Title: Chief Development Officer

# AGREEMENT FOR THE PROVISION OF ALTERNATIVE TRANSPORTATION SOLUTIONS

THIS AGREEMENT ("Agreement") is entered into as of April 21, 2021 between ALC Schools, LLC. ("Contractor") and Community Unit School District 300 (the "District"), with the following facts:

A. Certain student(s) of the District require transportation to and from school and/or other transportation services as requested by the District.

B. Contractor will coordinate such transportation services. The District will reimburse Contractor for the provision of these services in accordance with the terms and provisions of this Agreement.

NOW THEREFORE, for a valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

**1. Contractor Services**

District may request, from time to time, that Contractor coordinate transportation services, which Contractor may agree to coordinate. To the extent accepted by Contractor, Contractor agrees to coordinate such transportation services and District agrees to pay Contractor in accordance with the provisions of this Agreement. Contractor's coordination of such transportation services pursuant to this Agreement are sometimes referred to herein as the "Services."

In operating under this Agreement, the District will purchase services from the Contractor through the Contractor's agreement with **OMNIA Partners (formerly National IPA), Contract No. R190401**, the provisions of which, while not attached hereto, are nonetheless incorporated herein by this reference, and in accordance with the pricing set forth in Attachment 1 of this Agreement, which is attached hereto and incorporated herein by this reference.

**2. Term**

The initial term of this Agreement shall commence on April 21, 2021 and end on June 30, 2021. Either party can terminate with or without cause at any time with thirty (30) days prior written notice. At the end of the initial term, this Agreement may be renewed for successive twelve (12) month periods (each a "Renewal Term") on the same terms and conditions.

**3. Fees for Service**

Contractor shall be paid the agreed sum based on fees outlined on Attachment 1, which is attached hereto and incorporated herein by this reference. Contractor shall invoice the District for the provision of the Services on a monthly basis and shall be paid within thirty (30) days after the District's receipt of Contractor's invoice for the provision of the Services for the relevant month. Any payment not received by Contractor within said thirty (30) day period shall accrue interest at the lesser of (a) the rate of one and one-half percent per month or (b) the

maximum rate allowed by law, commencing with the date of the invoice until payment is actually received by Contractor.

**4. Adjustment of Rates**

The rates established in this Agreement shall be subject to adjustment once each year, not to exceed the rates established in the Consumer Price Index (CPI) for the month of December. Rate change notification shall be provided in writing to the District, 30 days in advance, using the US Bureau of Statistics

**5. Vehicles**

As part of its Services and for the compensation set forth in this Agreement, Contractor agrees to coordinate the supply of such vehicles (the "Vehicles") as may be necessary to lawfully address the transportation requirements of the District. The District requires that all such Vehicles shall fully comply with all applicable laws and regulations. Contractor shall be solely responsible for the management and logistical support necessary to coordinate all Vehicles used in transporting students.

**6. Contractor Personnel and Subcontracted Service Providers**

As part of its Services and for the compensation set forth in this Agreement, Contractor shall provide qualified and properly licensed personnel as required by laws and regulations and as deemed appropriate by Contractor to coordinate the Services. While Contractor may subcontract with service providers who will supply drivers ("subcontracted drivers") to provide student transportation services for the District, Contractor shall at all times remain responsible for the coordination of the Services under this Agreement. Contractor expressly represents and warrants to the District that it will only utilize subcontracted drivers that have obtained the necessary training and are properly licensed to perform the Services.

Subcontracted drivers shall utilize identification badges during trip service.

**7. Contractor Insurance**

Contractor shall obtain and maintain in full force and effect during the term of this Agreement, and at no cost to District, general liability and automobile (common carrier) insurance issued by insurance companies authorized to do business in the state with minimum limits of Five Million Dollars ($5,000,000), Combined Single Limit. The District shall be named as an additional insured of the policy or policies and shall be furnished with a certificate of insurance (COI). The District shall be notified at least thirty (30) days prior to cancellation of any such policy or policies (except 10 days for non-payment of premium).

**8. Background Checks**

Because Contractor will be providing transportation services for school children, it is a requirement of Contractor's insurance that Contractor require and Contractor shall require each Contractor personnel or subcontracted driver in a position requiring contact with students to undergo a background check verifying no prior convictions for or pleas of nolo contendere to

a felony or misdemeanor offense involving moral turpitude, including any sexual offense involving a child.

**9. Health and Safety (Tuberculosis Testing)**

To the extent required under applicable law, rule or regulation applicable to the provision of Services and to the transportation services being provided by subcontracted drivers, Contractor shall require each Contractor personnel or subcontracted driver who may come in contact with student(s) to provide verification of having been tested for tuberculosis (TB) and cleared to work with students, as evidenced by a state licensed medical doctor's signature. As a service to District, Contractor will maintain a copy of said verifications.

Contractor will follow Centers for Disease Control and Prevention (CDC) guidelines regarding COVID-19 safety protocols.

**10. Drug and Alcohol Testing**

Contractor only contracts with transportation service providers who enroll their drivers in a drug and alcohol testing consortium that provide for pre-employment testing, as well as random, reasonable suspicion and post-accident drug and alcohol testing. Each consortium reports to Contractor when a driver tests positive for a prohibited substance as well as when a driver is enrolled and removed from the consortium pool.

**11. Assignment of Contractor's Rights**

Except as it relates to the entering into subcontracts as referred to in Section 5 of this Agreement, Contractor shall have no right to assign its rights or obligations under this Agreement; provided, however, Contractor shall have the right to assign this Agreement as part of a transaction wherein it transfers substantially all of its assets.

**12. Indemnity of the District**

Contractor hereby agrees to indemnify and hold the District, its Board Members, employees, agents, officers and assigns, free and harmless from and against all claims, causes of action, liabilities, damages, expenses and costs (including, but not limited to, attorney fees and court costs) arising out of (a) any injury to any person or property sustained by the District and/or Contractor and/or any student(s), in connection with the negligent provision of the Services that are to be provided by its subcontracted service provider or the subcontracted drivers pursuant to this Agreement, and (b) any injury to any person or property sustained by any person or entity which is caused or alleged to be caused by any act, neglect, fault or omission on the part of Contractor or its agents, affiliates and subcontracted service providers or subcontracted drivers in connection with the provision of the Services, whether or not said injury or damage occurs on or off District property.

**13. Independent Contractor**

In providing the management and logistical support necessary to coordinate the Services, Contractor shall be and act as an independent contractor in all respects and shall not, for any purpose hereunder, be or act as an employee or agent of the District. Nothing contained in this Agreement shall be deemed to create a partnership or joint venture between either of the

parties to this Agreement with each other. Contractor understands and agrees that as an independent contractor, it will not be eligible to participate in any benefits or privileges given or extended by the District to its employees. Contractor shall be solely responsible for the payment when due to appropriate taxing authorities of all federal and state income taxes and related obligations of any nature whatsoever on any consideration paid pursuant to this Agreement, as well as any interest, penalties or other sums due thereon and shall indemnify, and hold the District, its Board Members, Officers, employees and agents free and harmless therefrom.

**14. Notices**

All notices or other communication required or permitted hereunder shall be in writing, and shall be personally delivered (including by means of professional messenger service) or sent by registered or certified mail, postage prepaid, return receipt requested, or by facsimile or email transmission followed by delivery of a "hard" copy, and shall be deemed received upon the date of receipt thereof.

To District:
Community Unit School District 300
2550 Harnish Drive
Algonquin, Il 60102
Phone: 847-551-8300
Email: deborah.mason@d300.org

To Contractor:
Megan Carey, Chief Development Officer
ALC Schools, LLC.
1211 Puerta Del Sol, Suite 200
San Clemente, CA 92673
Phone: 877-225-7750; Fax: 888-252-4342
Email: alc@alcschools.com

Notice of change of address shall be given by written notice in the manner detailed in this paragraph.

**15. Entire Agreement**

This Agreement, and Attachments 1-6 which are incorporated herein by this reference, and if applicable the attached proposal, constitutes the entire Agreement between the parties with respect to the provision of the Service and may not be amended except by a writing signed by each of the parties.

**16. Waivers**

The waiver by either party of a breach or violation of any provisions of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of this Agreement.

**17. Attorney Fees**

In the event that either party brings an action against the other to enforce any condition or covenant of this Agreement, the prevailing party in such action shall be entitled to recover the court costs and reasonable attorney fees in the judgment rendered in such action.

**18. Severability**

In the event any of the provisions, or portions, or portions thereof, of this Agreement is held to be unenforceable or invalid, by any court of competent jurisdiction, the validity and enforceability of the remaining provision or portion of it shall not be affected.

**19. Further Acts**

Each party shall perform any further acts and sign and deliver any further documents that are reasonably necessary to carry out the provisions of this Agreement.

**20. Counterparts**

This Agreement may be executed in counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Executed counterparts of this Agreement may be delivered by facsimile transmission or by delivery of a scanned counterpart in portable document format (PDF) by e-mail, in either case with delivery confirmed. On such confirmed delivery, facsimile or PDF signatures shall be deemed to have the same force and effect as if the manually signed counterpart had been delivered to the other party in person.

## DISTRICT

By: **Susan Harkin**

Title: Chief Operating Officer

Signed: Susan Harkin

A3BB358670FE4AD718B86C5B0A2FAD86 contractworks.

Date: **04/23/2021**

## CONTRACTOR

By: Megan Carey

Title: Chief Development Officer

Signed:

Date: 4/22/2021

# ATTACHMENT 1 - Fees for Service

The Contractor will charge the District a **$65 per trip fee**, which includes the first twelve (12) miles and up to five (5) students. Vehicle capacity is determined by student requirements and vehicle availability. An additional **$2.50 per mile** will be charged for any trip longer than 12 miles.

The pricing matrix below outlines all associated fees:

| Trip Items | Fees |
|---|---|
| Trip Fee (includes first 12 miles) | $65.00 |
| Per Mile Fee (after the first 12 miles) | $2.50 |
| **Additional Fees (as needed/requested):** | |
| Wheelchair Fee (per student) | $25.00 |
| Car Seat/Safety Vest Fee (per student) | $5.00 |
| Wait Time Fee (per hour, billed in 15 min. increments) | $60.00 |
| Monitor Fee (per hour, 2-hour minimum) | $25.00 |
| No Show or Late Cancel | Full Price of Trip |

Definitions:

**Trip:** A trip is defined as a one-way transportation event with a student or monitor continually on board. Examples include:

- Home to School:
  - Student 1: Pick-up, Student 2: Pick-Up
    - Both Student 1 & 2 dropped off at School A
  - Student 1: Pick-up, Student 2: Pick-up
    - Student 1 dropped off at School A
    - Student 2 dropped off at School B
- School to Home:
  - Student 1: Pick-up, Student 2: Pick-Up
    - Both Student 1 & 2 dropped off at Home A
  - Student 1: Pick-up, Student 2: Pick-up
    - Student 1 dropped off at Home A
    - Student 2 dropped off at Home B

The total number of trips a District is charged for is arrived at by adding together each one-way trip. The District will only be charged for miles incurred while a student or Monitor is onboard the vehicle. When no student or Monitor is onboard the vehicle, no mileage charges will be incurred.

**Additional Fees:** Additional fees are only incurred per the request of the District to provide additional services. They can include, but are not limited to:

- **Wheelchair Fee:** A per student/per trip fee for students requiring a wheelchair vehicle
- **Car Seat/Safety Vest Fee:** A per student/per trip fee for students requiring a car seat/safety vest
- **Wait Time Fee:** Only incurred when authorized by the District to wait for a student. Billed on an hourly basis in 15 minute increments.
- **Monitor Fee:** Only incurred when the District requests that the Contractor provide a student Monitor for the trip. School Districts usually provide the student's Monitor. When the District provides the Monitor, they are not charged a "Monitor Fee." The mileage incurred while a Monitor (whether provided by the Contractor or the District) is onboard the vehicle without a student (transporting the Monitor to and from their pick-up location) is considered part of the overall route mileage and will be billed accordingly.

**1. Mileage Charges**

Mileage charges are based on driving distance calculations from a third party provider (e.g. Google, MapQuest, Bing, ESRI). The calculations are based on fastest route, and the total is rounded up to the next whole mile. Contractor shall be responsible for plotting the routes collectively, and individually using Contractor's proprietary School Dispatch Software.

Under no circumstances will the District be required to pay for mileage to a pick up or destination other than those authorized by the District.

**2. Fuel Surcharges**

When the average gasoline price exceeds $5.00 per gallon, the mileage rate will be increased by calculating 30% of the price of gasoline that exceeds $5.00 and adding it to the base mileage rate. Thus, if the price of gasoline, according to the gasoline price index, is $5.20, the increase would be 30% of 20 cents, or 6 cents. The gasoline price index to be used shall be found under the category of "[Your Specific State or Region] U.S. Regular Gasoline Prices* (dollars per gallon)" on the following website:
http://www.eia.doe.gov/oil_gas/petroleum/data_publications/wrgp/mogas_home_page.html

**3. Invoicing**

The invoice shall contain this level of detail and additionally will separate the charges by route showing number of days and total cost. A No Show Report will also be provided with the invoice showing the students who were not transported each day of the billing period. In the event of a No Show, the trip will be billed at the normal rate. The Contractor requires 24 hour notice to remove a student from the route.

**4. When Routes Change or Students are Added or Removed**

When it becomes necessary to change a route for any reason, including adding or removing students, Contractor shall plot the revised or new route using Contractor's School Dispatch Software as described above in the most efficient manner based on the information known to Contractor at that time.

Routes will be optimized from time to time as deemed necessary by Contractor or requested by the District. Routes will not be optimized more than once in a month.

If the District adds a Student to be transported, that Student may be individually transported until routes are optimized.

# ATTACHMENT 2 – The District agrees that the following policies shall be followed related to Student No-Shows and Late Canceled trips for trips serviced by the Contractor

## No-Shows & Late Cancels

A No-Show occurs when no previous notice is provided to the Contractor by the District/guardian that a student will not be transported and a driver attempts to pick-up a student but the student is not there or is not ready. A Late Cancel occurs when less than 2-hour notice is provided to the Contractor by the District/guardian that a student will not need transportation.

Trips where a No-Show or Late Cancel occurs are billed at full trip charge.

### Possible District Protocols for No-Shows:

If the driver attempts to pick-up a student on a scheduled trip in the AM but the student is not there or not ready, then the following scenarios could apply (as determined by the District):

1. **Single Rider Trips**
    a. If an AM single rider No-Show occurs, the District will be billed for the AM trip and the afternoon trip will remain scheduled unless the Contractor is notified by the parent or the District to cancel the trip.
        i. The District may set up a protocol to automatically cancel afternoon trips in the event of an AM Single Rider No-Show
    b. If the afternoon trip is cancelled within 2 hours of the scheduled pick up time, the District will not be billed for the afternoon trip.

2. **Multiple Rider Trips**
    a. The afternoon trip always remains scheduled.

### No-Show Reports

Each morning an email is sent from the Contractor's School Dispatch team to the District. This email is sent by 11 AM and alerts the District of the following circumstances:

- Which students were no-shows that morning
- How many consecutive days/trips they have been a no-show

The daily No-Show Report provides the District time to inform the Contractor's School Dispatch if one of the students on the No-Show Report is attending school that day and will still need a ride home in the PM.

The District is responsible for alerting the Contractor of any change requests based on the data provided in the No-Show Report, such as removing a student from a route due to multiple no-shows.

## Student Removal / Student Cancellation:

### Permanent Removal of Student from Route:

Permanent removal of a student from a route requires District notification/approval

- The District sends an email stating that a student needs to be removed from a route until further notice.

### Impact:

Once the student is removed from the route, the student's spot is now gone and may be replaced with a different student, if available, to consolidate routes. If the student was the only one on that route, the route will be removed entirely and the driver then becomes available to service other routes.

### Billing:

Will only be affected if:

- Trip is above the minimum and there is a reduction in the mileage as a result of removing the student.
- The student was the only one on the route, therefore the route is cancelled.

## Cancellations/Temporary Removal:

Cancellation of a student from a route requires District notification/approval.

- A student is sick one day or will be going on vacation for a few days.

### Impact:

Because this is a temporary change, the student is not replaced on the route and their space on the route is reserved for their return.

### Billing:

If the student is a single rider and the student is cancelled or temporarily removed, no charges will be assessed. When cancelling or temporarily removing the pick-up/drop-off for a student who is part of a multiple rider trip, the District will be charged the normal trip rate.

# ATTACHMENT 3 – Multi-District Billing: An Explanation

Should The District choose to share trips with a neighboring school district that is also under contract with ALC, the shared trip will be prorated and billed according to the following explanation

## Proration of Trip Fees – ALC's Three Step Process

1. **Stand Alone District Trips:**

   Each Districts' students are routed as stand-alone trips, District specific pricing is applied.
   a. Example:
      i. District A has two students who routed together cost the District $65 (Trip 1)
      ii. District B has a single student whose trip would cost the District $80 (Trip 2)

2. **Multi-District Trips**

   All of the students from the participating Districts, as identified above, are combined into the most cost effective trips, yielding new "Multi-District trips" and subsequent trip costs.
   a. Example (cont.):
      i. When all three students are routed together, the total trip cost is $95

3. **Proration of Costs for Multi-District Trips**

   The total cost of the multi-District trips is then allocated to each District based upon the percentage of the Districts stand-alone trip costs (found in step 1) as compared to the multi-District trip costs (found in step 2).

   Example (cont.):
   - **Blended Cost of Multi-District Trip = $95**
     - Stand Alone Cost of Trip for District A = $65
     - Stand Alone Cost of Trip for District B = $80

     i. District A's Percent Responsibility = Trip A/(Trip A + Trip B)
        1. $65/ ($65 + $80)
           a. $65/$145 = 44.83%
        2. 44.83% x $95 = $42.59
        3. **District A's Prorated Cost = $42.59**
           a. <u>District A's Savings = $22.41</u>

     ii. District B's Percent Responsibility = Trip B/(Trip A + Trip B)
        1. $80/ ($65 + $80)
           a. $80/$145 = 55.17%
        2. 55.17% x $95 = $52.41
        3. **District B's Cost = $52.41**
           a. <u>District B Savings = $27.59</u>

4. **No Shows and Cancellations:**

For the purpose of all Multi-District Trips, No Shows and Cancellations are applied to each District invoice as if the student had boarded the vehicle on schedule even if District notifies ALC with advanced notice of cancellation.

**5. Invoicing**

The invoice shall separate the charges by route showing number of days and total cost. A No Show Report will also be provided with the invoice showing the students who were not transported each day of the billing period. In the event of a No Show, the trip will be billed at the normal rate. 24-hour notice is required to permanently remove a student from a route.

**6. When Routes Change or Students are Added or Removed**

When it becomes necessary to change a route for any reason, including adding or removing students, Contractor shall plot the revised or new route using Contractor's School Dispatch Software as described above in the most efficient manner based on the information known to Contractor at that time.

Routes will be optimized from time to time as deemed necessary by Contractor or requested by the District. Routes will not be optimized more than once in a month. If the District adds a Student to be transported, that Student may be individually transported until routes are optimized.

## ATTACHMENT 4 – The District requires the following from all Subcontracted Driver(s) working with the Contractor.

As required by the District, prior to beginning services transporting students for the District:

Subcontracted drivers shall have a criminal history record check that is free of convicted offense(s) of a felony.

Subcontracted drivers shall utilize identification badges during trip service.

## ATTACHMENT 5 – The District requires the following DRIVER TRAINING modules for all Subcontracted Driver(s) working with the Contractor.

As required by the District, prior to beginning services transporting students for the District:

Subcontracted drivers shall complete a Passenger Service and Safety (PASS) basic training program. Subject areas include:

- Customer Service, Communication and Stress Management
- Americans with Disabilities Act
- Service Animals
- Disability Awareness: Assisting the Visually Impaired; Hidden Disabilities; Stroke; Epilepsy and Seizure Disorders
- Bloodborne Pathogens (Hepatitis A, B, C; HIV, Dialysis)
- Wheelchairs
- Emergency and Evacuation Procedures
- Driver/Passenger Sexual Improprieties

And any other mandated training required by the State of Illinois

## ATTACHMENT 6 – The District requires the following from all Vehicle(s) providing service through the Contractor.

As required by the District, prior to beginning services transporting students for the District:

Vehicles operated by subcontracted drivers will be maintained according to manufactured specifications with records, and/or inspection report(s) made available upon request.

Vehicles operated by subcontracted drivers will be clean at all times during service.

Vehicles operated by subcontracted drivers shall be marked with a window placard.

**District Name:** Community Unit School District 300

(Please complete this form and return as soon as possible)

**To whom should contract notices be sent?**

Name & Title: Deborah Mason

Address: 2550 Harnish Drive

City: Algonquin State: IL Zip: 60102

Email: deborah.mason@d300.org Fax: 847-551-8413

**Who should our accounting personnel contact regarding accounts payable matters?**

Name & Title:

Email: accounts.payable@d300.org

Phone: Fax:

**Who should our dispatchers contact regarding routine transportation matters?**

Name & Title: Michelle Kopetsky X8332, Megan Caudill X8482 or Deb Mason X8492

Email: Michelle.kopetsky@d300.org, megan.caudill@d300.org; deborah.mason@d300.org

Phone: 847-551-8300 Fax:

**Who should our dispatchers contact regarding emergencies, accidents or student behavior?**

Name & Title: Deborah Mason, Director of Transportation

Email: deborah.mason@d300.org

Phone: 847-551-8492 Emergency Phone: 847 -875-2532

**Who should we email the No-Show Report to each morning?**

Name & Title: Michelle Kopetsky X8332, Megan Caudill X8482 or Deb Mason X8492

Email: Michelle.kopetsky@d300.org, megan.caudill@d300.org; deborah.mason@d300.org

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Dan Opels
Executive Director of Facilities & Operations

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | 06/08/2021 |
| **Finance** | |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT: Herbicide; Broadleaf, Post Emergent Grass, Bees, and Grub Control – Bid Extension**

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**Background**

As part of District 300's yearly grounds maintenance program, we solicit bids for the application, fertilization, and maintenance for school property's and perimeters, of broadleaf weeds. This includes herbicide to control post emergent grasses and grub control, district wide.

The scope of work was developed in March and bid out in June 2020 with the bid opening occurring on June 26th, 2020. There were two (2) companies that bid this project. The lowest responsible bidder was Trinity Landscape located in Carpentersville, IL.

On July 14, 2020, the District 300 Board of Education awarded Trinity Landscape Inc. a one-year contract for District Wide Weed Control, Lawn Fertilization Services, and Bee Control. This award included two one-year options to extend the contract.

**Recommendation**

Administration recommends the first extension to the contract, running from July 15, 2021 to July 14, 2022, to Trinity Landscape, located in Carpentersville, IL, with an estimated value of $72,770.28 for Weed Control and Lawn Fertilization and Bee Control. This is a zero percent (0%) increase over last year's contract as Trinity has agreed to hold their pricing.

This will be paid for out of the Operations and Maintenance Budget (20).

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

March 30, 2021

Mr. Anthony Cina
Trinity Landscape Inc.
1050 Tamarac Drive
Carpentersville, IL 60110

Bid – District Wide Weed Control, Lawn Fertilization Services, and Bee Control

Dear Mr. Cina,

On July 14, 2020, the District 300 Board of Education awarded Trinity Landscape Inc. a one-year contract for District Wide Weed Control, Lawn Fertilization Services, and Bee Control. This award included two one-year options to extend the contract. District 300 is offering the first extension to the contract, running from July 15, 2021 to July 14, 2022 with an estimated value of $72,770.28 for Weed Control and Lawn Fertilization along with an hourly rate of $85.00 for Bee Control. The terms of the contract require an annual performance bond. Per our conversation, Trinity is choosing to decline an Urban CPI increase for this contract period.

If your firm agrees to hold pricing, the administration will recommend your contract extension to the Board of Education for review by the facilities committee on May 11, 2021 and award by the board on Tuesday, May 25, 2021.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **03/30/2021**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Anthony Cina **president** **03/31/2021**
2A3F9FCC336A340CB39957F6E802885D contractworks
Service Provider

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

DATE: 06/29/2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Dan Opels, Executive Director of Facilities

| | Presented at the following Board Meetings: | On: |
|---|---|---|
| X | **Construction/Facility** | 07/07/2020 |
| | **Finance** | |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 07/14/2020 |
| X | **BOE 2nd Reading** | 07/14/2020 |

RE**:** 2020 – 2021 Herbicide; Broadleaf, Post Emergent Grass, Bees, and Grub Control

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**Background**
As part of District 300's yearly grounds maintenance program, we solicit bids for the application, fertilization, and maintenance for school property's and perimeters, of broadleaf weeds. This includes herbicide to control post emergent grasses and grub control, district wide.
The scope of work was developed in March and bid out in June 2020 with the bid opening occurring on June 26th, 2020. There were two (2) companies that bid this project. The lowest responsible bidder is Trinity Landscape located in Carpentersville, IL.

**Recommendation**
Administration recommends renewing the Herbicide; Broadleaf, Post Emergent Grass, Bees, and Grub Control contract, to Trinity Landscape, from Carpentersville Illinois, at a cost of $72,770.
This will be paid for out of the Operations and Maintenance Budget (20).

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**DISTRICT WIDE WEED CONTROL, LAWN FERTILIZATION SERVICES and BEE CONTROL**
**FRIDAY, JUNE 26, 2020, 11:00AM, BUNKER HILL PDC**

| Vendors | References | Certifications | Vendor App. & W9 | Comments |
|---|---|---|---|---|
| Davey Tree | | | | No Response |
| Illini-Scapes | | | | No Response |
| JDK Services | | | | No Response |
| Kacoa Landscaping | | | | No Response |
| McGinty Brothers | | | | No Response |
| Ryco Landscaping | | | | No Response |
| Sebert | | | | No Response |
| SRK Landscape | | | | No Response |
| Trinity Landscape | Y | Y | Y | |
| Tru-Green | Y | Y | Y | |
| Woodland Landscape | | | | No Response |

**Administration Recommends:**

**Trinity Landscape Inc.- Carpentersville, IL**
Award contract for Weed Control,Lawn Fertilization Services and Bee Control for the annual Alternate Base Bid amoumt of - **$72,770.28**

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**DISTRICT WIDE WEED CONTROL, LAWN FERTILIZATION SERVICES and BEE CONTROL**
**FRIDAY, JUNE 26, 2020, 11:00AM, BUNKER HILL PDC**

| VENDOR | **Weed Control and Fertilization LIQUID** *Single Application All district sites* **(MID SUMMER)** | **ALTERNATE: Weed Control and Fertilization LIQUID** *Single Application* **(MID SUMMER) To Include:** Herbicide to control post - emergent grasses and insecticide for grub control | **DRY Fert. GRANULAR ONLY** *Single Application* **(FALL) To Include:** Post emergence herbicide | **Pre-Emergent GRANULAR** w/slow release fert. AND Weed Control Single Application **(EARLY SPRING)** | **Weed Control LIQUID ONLY** *Single Application* (UPON REQUEST) | **Performance Bond** | **Base Bid** (Grand Total) | **Base Bid W/ ALTERNATE** (Grand Total) | **Bee Control** Rate/hr | **Comments** |
|---|---|---|---|---|---|---|---|---|---|---|
| Trinity Landscape | $18,741.56 | $21,114.36 | $17,555.76 | $19,938.16 | $11,862.00 | $2,300.00 | **$70,397.48** | **$72,770.28** | $85.00/hr | |
| Tru-Green | $26,702.75 | $32,055.82 | $25,341.95 | $31,885.06 | $17,736.08 | No Response | $101,665.84 | $107,018.91 | NO BID | Bond Cost would be determined after a TruGreen award. |

**Community Unit School District 300**
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
**Diane C. White, Director of Purchasing**
**PHONE: 847-551-8460 • FAX: 847-551-8463**

July 15, 2020

Mr. Anthony Cina
Trinity Landscape Inc
1050 Tamarac Drive
Carpentersville, Il 60110

Bid – District Wide Weed Control, Lawn Fertilization Services, and Bee Control

Dear Mr. Cina,

Congratulations! District 300 has awarded the District Wide Weed Control, Lawn Fertilization Services, and Bee Control bid to Trinity Landscape! The value of this contract is to be estimated at $72,770.28 for Weed Control and Lawn Fertilization with an hourly rate of $85.00 for bee control through June 30, 2021.

***This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.***

Please send this signed letter to:

**Community Unit School District 300**
Diane White, Director of Purchasing
2605 Bunker Hill Drive
Algonquin, IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by July 31, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than August 7, 2020.

This Agreement is entered into as of July 14, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.
OWNER *(Signature)*

Anthony Cina
2A3F9FCC336A340CB39957F6E802885D contractworks.
CONTRACTOR *(Signature)*

Diane C. White, Director of Purchasing

**tony** **presedent**
*(Printed name and title)*

Please return your signed copy to Diane White – diane.white@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C. White
Diane White, Director of Purchasing

TRINITY INC.
LANDSCAPE MAINTENANCE
American Owned
P.O. Box 24 ▪ West Dundee, Illinois 60118

REC'D D300 PURCHASING
'20 JUN 25 PM12:45

District Wide Weed Control,
Lawn Fertilization Services
and Bee Control.

June 26, 2020 11:00 Am CMT

# BID RESPONSE FORM – Part A

## District Wide Weed Control - Lawn Fertilization Services and Bee Control

| Scope of Work | Base Bid Pricing |
|---|---|
| **MID SUMMER- Weed Control and Fertilization LIQUID** | **$ 18741.56** |
| **ATERNATE: MID SUMMER- Weed Control and Fertilization LIQUID** To Include: Herbicide for post -emergent grasses and insecticide for grub control. | **$21114.36** |
| **FALL - Dry Fertilization** (Granular) To Include: Post Emergence Herbcide | **$17555.76** |
| **EARLY SPRING- Pre-Emergent** (Granular) w/slow release fertilizer. AND weed control. | **$ 19938.16** |
| **Weed Control ONLY** for all district wide sites - UPON REQUEST | **$11862.00** |
| **Performance Bond Bond fee not included in base bid ($2300.00)** | **$.00** |
| **BASE BID** *(Grand Total)* | **$89211.64** |

**RATE PER HOUR for PESTICIDE APPLICATION _____$85.00_$/hr**

**Please include the completed Bid Response Form - Part B with your sealed bid.**

**ADDITIONAL COMMENTS –**

***This amount should be $1827 less than the Part B row F Excel sheet shows. There seems to be an error with column F. Bruce Batt was notified of this issue. Base Bid should be $99769.20.**

**Vendor has received Addendum #1 Yes __x__ No _____**
**Addendum #2 Yes __x_ No_____**

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

TRINITY LANDSCAPE INC
Name of Company/Corporation

1050 TAMARAC DR
Street Address

CARPENTERSVILLE IL 60110
City, State, Zip Code

847-426-0000
Telephone Number

847-426-0001
Fax Number

36-3757820
FEIN NUMBER

60 Days
Length of time bid is firm

Proposal submitted by:

Signature of Authorized Agent

ANTHONY CINA
Please Write or Type Name

TONY@TRINITYLANDSCAPE.COM
E-mail Address

CA71335
Illinois License Number

***** Sealed Bids are due by 11:00AM CT, Friday, June 26, 2020 ******

**BID RESPONSE FORM - Part**

## District Wide Weed Control, Lawn Fertilization Services, and Bee Control

**Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:**

1. **Bidders must insure they have viewed all three(3) tabs in this spreadsheet.**
2. **The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.**
3. **Payment of Prevailing Wages IS NOT REQIRED for this project.**
4. **It is the intent to award this project to one single vendor.**
5. **Prices quoted shall include all charges for handling, transportation and delivery.**
6. **MSDS's MUST be on hand at the District 300 Purchasing AND Buildings & Grounds offices before chemical applications can begin.**
7. **Community Unit School District #300 is Tax Exempt.**
   **Tax Exemption Number - E99960079.**

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

**Vendor has received Addendum ( IF APPLICABLE)**

**#1 -** V **#2 -** V

TRINITY LANDSCAPE INC

**NAME OF COMPANY /CORPORATION**

**STREET ADDRESS:**
CARPENTERSVILLE

**CITY:**
ILLINOIS

**STATE:**
60110

**ZIP:**
847-426-0000

**TELEPHONE NUMBER:**
847-426-0001

**FAX NUMBER:**
TONY@TRINITYLANDSCAPE.COM

**EMAIL ADDRESS:**

****** Sealed Bids are due by 11:00AM, Friday, June 26, 2020 ******

| INSTRUCTIONS: Please fill in columns D, E, F, G.and H Please use column I for vendor comments.<br><br>ALL bids must be completed in the Excel spreadsheet provided. | | |
|---|---|---|
| | Vendor Name: | Trinity Landscape Inc. |
| | Complete Address: | 1050 Tamarac Dr.,Carpentersville IL 60110 |
| | Phone: | 847-426-0000 |
| | Fax: | 847-426-0001 |
| | Email | tony@trinitylandscape.com |
| | Contact Person: | Anthony Cina |

**RATE PER HOUR for PESTICIDE APPLICATION** $85.00
(Start Date Aug. 1 2020, "On-Call".Basis)

| D300 Location | Acreage | Weed Control and Fertilization LIQUID *Single Application* *All district sites* (MID SUMMER) | ALTERNATE: Weed Control and Fertilization LIQUID *Single Application* (MID SUMMER) To Include: Herbicide to control post - emergent grasses and insecticide for grub control | DRY Fert. GRANULAR ONLY *Single Application* (FALL) To Include: Post emergence herbicide | Pre-Emergent GRANULAR w/slow release fert. AND Weed Control Single Application (EARLY SPRING) | Weed Control LIQUID ONLY *Single Application* (UPON REQUEST) | Vendor Comments |
|---|---|---|---|---|---|---|---|
| Oak Ridge,CMS, DeLacey | 13.4 | $1,058.20 | $1,192.60 | $991.60 | $1,125.60 | $670.00 | |
| Dundee-Crown HS and Perry Elem. | 24.6 | $1,943.40 | $2,189.40 | $1,820.40 | $2,066.40 | $1,230.00 | |
| Jacobs HS, B&G, Tranportation Dept. Administration Building | 39.04 | $3,084.16 | $3,474.56 | $2,888.96 | $3,279.36 | $1,952.00 | |
| Hampshire Middle School | 16.1 | $1,271.90 | $1,432.90 | $1,191.40 | $1,352.40 | $805.00 | |
| Algonquin Middle and Eastview Elem. | 15.2 | $1,200.80 | $1,352.80 | $1,124.80 | $1,276.80 | $760.00 | |
| Dundee Middle School | 9.7 | $766.30 | $863.30 | $717.80 | $814.80 | $485.00 | |
| Dundee Highlands Elem. | 1.1 | $86.90 | $97.90 | $81.40 | $92.40 | $55.00 | |
| Golfview Elem. | 2.98 | $235.42 | $265.22 | $220.52 | $250.30 | $149.00 | |
| Hampshire Elem. | 4.97 | $392.63 | $442.33 | $367.78 | $417.50 | $248.50 | |
| Lakewood School | 7.2 | $568.80 | $640.80 | $532.80 | $604.80 | $360.00 | |
| Lake in the Hills Elem. | 2.1 | $165.90 | $186.90 | $155.40 | $176.40 | $105.00 | |
| Meadowdale Elem. | 4.6 | $363.40 | $409.40 | $340.40 | $386.40 | $230.00 | |
| Neubert Elem. | 2.1 | $165.90 | $186.90 | $155.40 | $176.40 | $105.00 | |
| Parkview Elem. | 2 | $158.00 | $178.00 | $148.00 | $168.00 | $100.00 | |
| Sleepy Hollow Elem. | 5.1 | $402.90 | $453.90 | $377.40 | $428.40 | $255.00 | |
| Westfield Community School | 21.75 | $1,718.25 | $1,935.75 | $1,609.50 | $1,827.00 | $1,087.50 | |
| Algonquin Lakes Elem. | 1 | $79.00 | $89.00 | $74.00 | $84.00 | $50.00 | |
| Lincoln Prairie Elem. | 4.5 | $355.50 | $400.50 | $333.00 | $378.00 | $225.00 | |
| Liberty Elem. | 9.3 | $734.70 | $827.70 | $688.20 | $791.20 | $465.00 | |
| Gilberts Elem. | 10.9 | $861.10 | $970.10 | $806.60 | $915.60 | $545.00 | |
| Hampshire HS and Gary Wright Elem. | 39.6 | $3,128.40 | $3,524.40 | $2,930.40 | $3,326.40 | $1,980.00 | |
| **TOTALS** *( per Application)* | **237.24** | **$18,741.56** | **$21,114.36** | **$17,555.76** | **$19,938.16** | **$11,862.00** | |

| **GRAND TOTAL** *(Catalog Total)* | **$89,211.84** |
|---|---|

**Community Unit School District # 300**
**Purchasing Department**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**
**847-551-8460 – PHONE**

June 9, 2020

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

## District Wide Weed Control, Lawn Fertilization Services, and Bee Control

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

**Community Unit School District No. 300**
**Purchasing Department – Weed Control**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**

Sealed bids will be received until **11:00AM CT, Friday, June 26, 2020** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **Tuesday, July 14, 2020 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

# PUBLIC NOTICE

## NOTICE TO BIDDERS

**The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:**

**District Wide Weed Control, Lawn Fertilization Services, and Bee Control**

Sealed bids will be accepted until **11:00 AM CT, Friday, June 26, 2020,** at which time they will be publically read.

**All bids will be received at:**
Community Unit School District 300
Purchasing Office
2605 Bunker Hill Drive
Algonquin, IL 60102

A public bid opening will be held at the Buildings and Grounds building located at 2605 Bunker Hill Drive, Algonquin , IL 60102. The opening will be held outside, observing social distancing guidelines. Potential suppliers may also choose to attend the bid opening virtually. Meeting information will be supplied to potential suppliers via meeting invitation.

A non-mandatory virtual pre-bid meeting is scheduled for **11:00AM CT, Thursday, June 18, 2020.** At that time, prospective bidders are invited to review bid documents via virtual meeting. Please contact the D300 Purchasing Department for access to this meeting.

**Any questions regarding this bid must be directed to:**

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL 60102
847-551-8460
Bids.purchasing@d300.org

**Bid specifications will be available on Tuesday, June 9, 2020, after 2:00PM.** To obtain bid specifications, please contact The D300 Purchasing Office at 847-551-8460 or via email at bids.purchasing@d300.org

# Timeline

| Bid - Weed Control, Lawn Fertilization and Bee Control | | | |
|---|---|---|---|
| | | | |
| Timeline 6/8/2020 | | | |
| | | | |
| ACTION | DATE | TIME | LOCATION |
| Project presented to Purchasing | 3/24/2020 | | |
| Establish Timeline | 6/8/2020 | | |
| Specifications Review/Deadline | 6/8/2020 | | |
| Specifications Finalized | 6/9/2020 | | B&G / Purchasing |
| Specifications Released | 6/9/2020 | 2:00 PM CT | |
| Legal Ad | 6/10/2020 | | Daily Herald |
| Pre-Bid Meeting | 6/18/2020 | 11:00:00 AM CMT | Google Meetings |
| Q&A Deadline | 6/25/2020 | 12 Noon CMT | Written via email |
| Bid Opening | 6/26/2020 | 11:00 AM CMT | Google Meetings |
| Evaluation Period | 6/26/2020 - 6/30/2020 | | Purchasing |
| Info to COO | 7/1/2020 | | Susan Harkin |
| Workshop | 7/14/2020 | | Administration |
| BOE MEETING/Approval | 7/14/2020 | | Administration |
| Contracts Released to Vendors | 7/15/2020 | | Purchasing |
| Service Agreements Issued | 7/16/2020 | | Purchasing Office |
| Contract Expiration | 6/30/2021 | | |

**Instructions to Bidders**

## 1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. The district will be using the CPI-U (Consumer Price Index - Urban) to determine the rate of increase/decrease over the contract period if warranted. Vendor price increase/decrease notifications MUST be submitted in writing to the D300 Purchasing Office within 30 days of the December 2020 published CPI-U. Price increases/decreases will become effective July 31, 2021.

## 2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

## 3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

## 4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

## 5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

## 6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

## 7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

## 8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

## 9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

## 10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

## 11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

## 12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

## 13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

## 14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

## 15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

## 16. SERVICE POINTS

| Building Name | Address |
|---|---|
| Administration Center<br>(847)551-8300 | 2550 Harnish Dr<br>Algonquin, IL 60102 |
| Algonquin Lakes Elementary<br>(847)532-7500 | 1401 Compton Drive<br>Algonquin, IL 60102 |
| Algonquin Middle School<br>(847)532-7100 | 520 Longwood Drive<br>Algonquin, IL 60102 |
| Carpentersville Middle School<br>(224)484-2100 | 100 Cleveland Avenue<br>Carpentersville, IL 60110 |
| deLacey Family Education Center<br>(224)484-2300 | 50 Cleveland Avenue<br>Carpentersville, IL 60110 |
| Dundee-Crown High School<br>(224)484-5000 | 1500 Kings Road<br>Carpentersville, IL 60110 |
| Dundee Highlands Elementary<br>(224)484-4700 | 407 South Fifth Street<br>West Dundee, IL 60118 |
| Dundee Middle School<br>(224)484-4500 | 4200 W. Main Street<br>West Dundee, IL 60118 |
| Eastview Elementary<br>(847)532-7400 | 540 Longwood Drive<br>Algonquin, IL 60102 |
| Gilberts Elementary<br>(224)484-5900 | 729 Paperbark Lane<br>Gilberts, IL 60136 |
| Golfview Elementary<br>(224)484-2800 | 124 Golfview Lane<br>Carpentersville, IL 60110 |
| Hampshire Elementary<br>(847)792-3400 | 321 Terwilliger Avenue<br>Hampshire, IL 60140 |
| Hampshire Middle School<br>(847)792-3200 | 560 South State Street<br>Hampshire, IL 60140 |
| Hampshire High School<br>(847)792-3500 | 1600 E. Big Timber Road<br>Hampshire, IL 60140 |
| Jacobs High School<br>(847)532-6100 | 2601 Bunker Hill Drive<br>Algonquin, IL 60102 |
| Lake in the Hills Elementary<br>(847)532-6900 | 519 Willow Street<br>Lake in the Hills, IL 60156 |
| Lakewood School<br>(224)484-2600 | 1651 Ravine Lane<br>Carpentersville, IL 60110 |
| Liberty Elementary<br>(224)484-4800 | 6500 Miller Road<br>Carpentersville, IL 60110 |
| Lincoln Prairie Elementary<br>(847)532-6600 | 500 W. Harvest Gate<br>Lake in the Hills, IL 60156 |
| Meadowdale Elementary<br>(224)484-2900 | 14 Ash Street<br>Carpentersville, IL 60110 |
| Neubert Elementary School<br>(847)532-6800 | 1100 Huntington Drive<br>Algonquin, IL 60102 |
| Oak Ridge School<br>(224)484-5800 | 300 Cleveland Avenue<br>Carpentersville, IL 60110 |
| Parkview Elementary<br>(224)484-2500 | 122 Carpenter Blvd.<br>Carpentersville, IL 60110 |
| Perry Elementary<br>(224)484-5600 | 251 Amarillo Drive<br>Carpentersville, IL 60110 |
| Sleepy Hollow Elementary<br>(224)484-4900 | 898 Glen Oak Drive<br>Sleepy Hollow, IL 60118 |
| Westfield Community School<br>(847)532-7600 | 2100 Sleepy Hollow Road<br>Algonquin, IL 60102 |
| Gary D. Wright Elementary<br>(847)683-5700 | 1500 Ketchum Road<br>Hampshire, IL 60140 |
| Bldgs. & Grounds & Prof. Develop. Center - Bunker Hill<br>(847)532-6700 | 2605 Bunker Hill Drive<br>Algonquin, IL 60102 |
| Transportation Department<br>(847)532-6050 | 2603 Bunker Hill Drive<br>Algonquin, IL 60102 |

## 17. PROJECT MANAGER

Jon Mickle
Comm. Unit School District 300/ Facilities Manager
2605 Bunker Hill Drive
Algonquin, Il 60102
Ph: 847-532-6700
Jonathan.mickle@d300.org

## 18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

## 19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

| | | |
|---|---|---|
| General Liability | General Aggregate | $2,000,000 |
| | Products-Comp/OP Agg | 2,000,000 |
| | Personal Injury | 1,000,000 |
| | Each Occurrence | 1,000,000 |
| | Fire Damage (Any one fire) | 50,000 |
| | Medical Exp. (Any one person) | 5,000 |
| Excess Liability | Each Occurrence | 2,000,000 |
| | Aggregate | 2,000,000 |
| Automobile Liability | Bodily Injury (each occ) | 1,000,000 |
| | Property Damage (each occ) | 1,000,000 |
| Worker's Compensation | Statutory Limits | |
| | Each Accident | 500,000 |
| | Disease-Policy Limit | 500,000 |
| | Disease-Each employee | 500,000 |

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including

the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

## 20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

## 21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

## 22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation,

the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

## 23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

## 24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

## 25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

## 26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

## 27. CONTRACT DURATION

Contract term starting **July 15, 2020 - July 14, 2021.** This is a one (1) year contract with the possibility of two (2) one-year extensions.

## 28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

## 29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

## 30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

## 31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

## 32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

## 33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

## 34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

## 35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

**36. CANCELLATION** – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

## 37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

## REFERENCES

**LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.**

1. **ORGANIZATION:** Brentwood Condo

**ADDRESS:** 1449 Winslowe Dr.

**CITY, STATE, and ZIP CODE:** Palatine, IL 60074

**TELEPHONE NUMBER:** 847-359-7944

**CONTACT PERSON:** Kent

**DATE OF SERVICES:** 4-1-20-20

**DOLLAR AMOUNT OF THE JOB:** 25K

2. **ORGANIZATION:** Meadowdale Management

**ADDRESS:** 303 LW Besinger Dr.

**CITY, STATE, and ZIP CODE:** Carpentersville, IL 60110

**TELEPHONE NUMBER:** 847-428-6404

**CONTACT PERSON:** DMAIN

**DATE OF SERVICES:** 4-1-2020

**DOLLAR AMOUNT OF THE JOB:** 68K

## REFERENCES (CONT.)

3. **ORGANIZATION:** Shenandoah Condo Assoc. c/o Hillcrest Mgmt.

**ADDRESS:**

**CITY, STATE, and ZIP CODE:** CARPENTERSVILLE

**TELEPHONE NUMBER** 630-627-3303

**CONTACT PERSON:** PAUL

**DATE OF SERVICES:** 4-1-2020

**DOLLAR AMOUNT OF THE JOB:** 57K

**OFFEROR'S NAME:** ANTHONY CINK

**SIGNATURE:**

**DATE:** 6-16-20

**COMMENTS –**

# CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

TRINITY LANDSCAPE as part of its bid for the WEED CONTROL work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: TRINITY LANDSCAPE INC

By: _____
(Signature)

ANTHONY L CINA
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

## CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

TRINITY LANDSCAPE, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: TRINITY LANDSCAPE

By: _____
(Signature)

ANTHONY GINA PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

## CERTIFICATE REGARDING
## SEXUAL HARASSMENT POLICY

TRINITY LANDSCAPE Inc does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: TRINITY LANDSCAPE Inc

By: _____
(Signature)

ANTHONY O'NA PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

## CERTIFICATE REGARDING
## EQUAL EMPLOYMENT OPPORTUNITY

TRINITY LANDSCAPE, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: TRINITY LANDSCAPE INC

By: _____
(Signature)

ANTHONY CIUFFI PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

## CERTIFICATE REGARDING

## EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Trinity Landscape agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Trinity Landscape agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Trinity Landscape

By: _____
(Signature)

Anthony Q. President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

# NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

TRINITY LANDSCAPE, as part of its bid for the WEED Control + Fertilize work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: TRINITY LANDSCAPE

By: _____
(Signature)

ANTHONY CIMA PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

**CERTIFICATE REGARDING**
**COMMUNITY UNIT SCHOOL DISTRICT 300**
**VENDOR/CONTRACTOR CONFLICT OF INTEREST**

TRINITY LANDSCAPE does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: TRINITY LANDSCAPE

By: _____
(Signature)

ANTHONY CIAN PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25 day of June, 2020

_____
NOTARY PUBLIC

SUZANNE STAWSKI
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 9, 2021

## CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

**By** Anthony Cinà

**Title:** President

**Dated:** 6-16-20

## AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Steve Piel
(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

Dated: 6-16-20

# SCOPE OF WORK/SERVICE

**District Wide Weed Control, Lawn Fertilization Services, and Bee Control**

Community Unit School District 300 is seeking service suppliers for broadleaf weed control, pre-emergent control, fertilization of turf and stinging insect control for all building locations located on page two (2) of this scope of work.

**QUALIFICATIONS** – Vendor must be a certified and Illinois licensed vendor to apply weed control, fertilization chemical and / or pesticides for bee and wasp control. Vendor must supply a list of references of like customers on the Reference Forms attached to this bids Boiler Plate.

**SCOPE OF SERVICE TO BE PROVIDED** –

**Fall Application:** Dry Fertilizer Only. GRANULAR. Single Application for all district sites listed in this scope of work.
- To Include post emergent herbicide.

**Early Spring Application:** Pre-Emergent GRANULAR with slow release fertilizer and weed control. Single Application for all district sites listed in this scope of work.
**Mid-Summer:** Weed Control and Fertilization LIQUID. Single Application for all district sites listed in this scope of work.
**MID – SUMMER ALTERNATE:** To include herbicide to control post-emergent grasses (crabgrass, goosegrass, quackgrass) and insecticide for grub control.
**Weed Control:** LIQUID ONLY. Single Application for all district sites listed in this scope of work. (UPON REQUEST)

**Products must be in liquid or granular form**.

**Products to be used:**

1. **Weed Control**: TRIPLET, Escalade 2, or equivalent*.
2. **Liquid Fertilizer**: 25-0-5. 30% ammonium sulfate, 3 lbs of product per 1000, .75 lbs per 1000 of Nitrogen. **This product may vary in Nitrogen content when applied in unusually wet months. Formula of the fertilizer used is under the discretion of the Grounds Supervisor, Paul Wiloff.**
3. **Granular Fertilizer**: 30-0-5 (dry) fertilizer or an acceptable **non-phosphorus** dry granular product.
4. **Pre-emergent**: "Barricade", "Dimension" or equivalent*.
5. **Pesticide**: Sevin, Sevin SL, "Cyonara" or equivalent.

*** Vendor MUST PROVIDE chemical specification sheets and/or SDS's on all equivalent chemicals upon bid submission**.

- ALL Liquid Fertilizer and Weed Control and Pesticide SDS's must be on file with the Purchasing Dept. and the Buildings and Grounds Dept. before work can commence.
- Certificate of Insurance must be provided to the Purchasing Dept. before any application can start.
- Scheduling of all applications must be coordinated with Paul Wiloff, Buildings and Grounds Foreman, (847) 417-0748 cell.
- **The District must be notified at least 5 working days in advance before any site(s) can be sprayed.**
- **If for any reason the vendor is unable to apply weed control on their scheduled day, the vendor is to notify the Buildings and Grounds Department within 24 hrs. of scheduled cancelation. Ph: 847-532-6700**
- **It is the vendor's responsibility to fully communicate to all district buildings 24hrs. prior to any application. Contact information is provided on page 2 of this Scope of Work.**
- Site(s) must be marked with signs (flags) 24 hours in advance to notify that area(s) will be sprayed the following day.
- Site (s) must be marked with signs (flags) after weed control application in accordance with product label for re-entry times and other limitations.
- Vendor must be in compliance with all State and Federal regulations regarding material handling, filling and recycling.

**Building location and school property perimeter sheets are attached.**

Base Bid – is considered to be the lump sum of one each application Weed Control/ Fertilization, Weed Control only, dry granular fertilization and pre-emergent granular. Also note Bid Response Form B asks for a rate per hour for pesticide application for the control of stinging insects. Individual building pricing listed in Bid Response Form B also needs to be submitted with the vendors sealed bid. It is the intent of District 300 to award this bid to a single vendor.

**Community Unit School District 300**
**2605 Bunker Hill Dr**
**Algonquin, IL 60102**
**847-551-8300**

## Building Name/Location List

| Bldg. # | Building Name | Address | Phone (847) | Fax |
|---|---|---|---|---|
| 29 | Algonquin Lakes Elementary | 1401 Compton Drive - Algonquin, IL 60102 | 854-3900 | 854-3909 |
| 4 | Algonquin Middle School | 520 Longwood Drive - Algonquin, IL 60102-3099 | 658-2545 | 658-2547 |
| 48 | Buildings & Grounds / PDC / Administration Building | 2605 Bunker Hill Drive – Algonquin, IL 60102 | 658-3631 | 658-4410 |
| 2 | Carpentersville Middle School | 100 Cleveland Avenue - Carpentersville, IL 60110-1960 | 426-1380 | 426-1404 |
| 13 | deLacey Family Educ. Center | 50 Cleveland Avenue - Carpentersville, IL 60110 | 426-1450 | 426-1453 |
| 8 | Dundee Highlands Elementary | 407 South Fifth Street - West Dundee, IL 60118-2899 | 426-1480 | 426-1935 |
| 5 | Dundee Middle School | 4200 W. Main Street - West Dundee, IL 60118-9590 | 426-1485 | 426-4008 |
| 1 | Dundee-Crown High School | 1500 Kings Road- Carpentersville, IL 60110-1474 | 426-1415 | 426-1245 |
| 33 | Eastview Elementary | 540 Longwood Drive - Algonquin, IL 60102 | 458-5501 | 458-5509 |
| 35 | Gilberts Elementary | 729 Paperbark Lane - Gilberts, IL 60136 | 551-5000 | 551-5015 |
| 11 | Golfview Elementary | 124 Golfview Lane - Carpentersville, IL 60110-2399 | 426-1250 | 426-1339 |
| 12 | Hampshire Elementary | 321 Terwilliger Avenue - Hampshire, IL 60140-9604 | 683-2171 | 683-4806 |
| 6 | Hampshire High School | 1600 East Big Timber Road - Hampshire, IL 60140 | 792-3500 | 792-3515 |
| 3 | Hampshire Middle School | 560 South State Street - Hampshire, IL 60140-9606 | 683-2522 | 683-1030 |
| 7 | Jacobs High School | 2601 Bunker Hill Drive - Algonquin, IL 60102-9734 | 658-2500 | 658-3203 |
| 14 | Lake in the Hills Elementary | 519 Willow Street - Lake in the Hills, IL 60156 | 658-2530 | 658-2563 |
| 10 | Lakewood | 1651 Ravine Lane - Carpentersville, IL 60110-2130 | 428-1191 | 426-1126 |
| 32 | Liberty Elementary | 6500 Miller Road - Carpentersville, IL 60110 | 851-8300 | 851-8309 |
| 30 | Lincoln Prairie Elementary | 500 Harvest Gate Road - Lake in the Hills, IL 60156 | 960-7735 | 960-7743 |
| 15 | Meadowdale Elementary | 14 Ash Street - Carpentersville, IL 60110-1694 | 426-1475 | 426-1244 |
| 26 | Neubert Elementary School | 1100 Huntington Drive - Algonquin, IL 60102-1999 | 658-2540 | 658-9809 |
| 16 | Oak Ridge School | 300 Cleveland Ave - Carpentersville, IL 60110 | 426-4052 | 426-4474 |
| 17 | Parkview Elementary | 122 Carpenter Blvd. - Carpentersville, IL 60110-1918 | 426-1260 | 426-2962 |
| 18 | Perry Elementary | 251 Amarillo Drive - Carpentersville, IL 60110-1199 | 426-1440 | 426-5903 |
| 24 | Sleepy Hollow Elementary | 898 Glen Oak Drive - Sleepy Hollow, IL 60118-2698 | 426-1460 | 426-1290 |
| 23 | Transportation Dept. | 2603 Bunker Hill Drive, Algonquin, IL 60102 | 458-0884 | 426-6255 |
| 28 | Westfield Community School | 2100 Sleepy Hollow Road - Algonquin, IL 60102-2698 | 458-2193 / ES<br>458-1900 / MS | 458-1909 |
| 35 | Gary D. Wright Elementary | 1500 Ketchum Road - Hampshire, IL 60140 | 683-5700 | 683-5715 |

## SCHOOL PROPERTY PERIMETERS FOR SPRAYING FOR BROADLEAF WEEDS

### Southeast

| | | | | |
|---|---|---|---|---|
| **Oak Ridge School** | 300 Cleveland Ave., Carpentersville | **and** | 13.4 acres | Wilmette Ave / Van Buren St. on E. |
| **Carpentersville Middle School** | 100 Cleveland Ave., Carpentersville | **and** | | Tree line / Jockey Club Field on S. |
| **DeLacey Family Education Center** | 50 Cleveland Ave., Carpentersville | | | Third St. / Parkview School on W. |
| | | | | Cleveland Ave. on N. |
| **Parkview** | 122 Carpenter Blvd., Carpentersville | | 2 acres | Cleveland Ave. on N |
| | | | | Gravel road on E |
| | | | | South house line |
| | | | | Carpenter Blvd. on W |
| **Golfview** | 124 Golfview Ln., Carpentersville | | 2.98 acres | House line / Golfview Ln. on W |
| | | | | House line on N |
| | | | | House line / park on E |
| | | | | Large sidewalk on S |
| **Lakewood** | 1651 Ravine Ln., Carpentersville | | 7.2 acres | Tree line on W |
| | | | | Tree line on S |
| | | | | Tree line Ravine Lane on E |

## Southwest

| | | | |
|---|---|---|---|
| **Dundee Highlands** | 407 S. Fifth St., West Dundee | 1.1 acres | House line on N<br>House line on E<br>Edwards on S<br>Fifth St. on W |
| **Dundee Middle School** | 4200 W. Main St., West Dundee | 9.7 acres | Rt. 72 on S<br>Tree line on W<br>Tree line / wetlands on N<br>Corn field on E<br>Retention pond by Track<br>Pushed up tree line SW side<br>NW retention by the industrial area |
| **Liberty** | 6500 Miller Rd., Carpentersville | 9.3 acres | Park on E<br>House line / field on N<br>House line on W<br>Miller Rd. on S |
| **Sleepy Hollow** | 898 Glen Oak Dr., Sleepy Hollow | 5.1 acres | Glen Oak Dr. / Walnut Dr. on N<br>House / tree line on E<br>House line on S<br>House line on W |
| **Westfield Community School** | 2100 Sleepy Hollow Rd., Algonquin | 21.75 acres | Sleepy Hollow Rd. on E<br>House line on S – expanded up to the resident property for retention<br>Tree line on W – expansion pushed back tree line<br>Bike path / house line on N<br>Expanded 50% more turf on N side by resident |

## Northeast

| | | | | |
|---|---|---|---|---|
| **Algonquin Lakes** | 1401 Compton Dr., Algonquin | | 1 acre | House line on W<br>Park on S<br>Park / field on E<br>Compton Dr. on N |
| **Algonquin Middle School Eastview** | 520 Longwood Dr., Algonquin<br>540 Longwood Dr., Algonquin | **and** | 15.2 acres | Longwood Dr. on E.<br>House line on N<br>House line on W<br>House line on S<br>Pond- added expanded tree line to west and north |
| **Meadowdale** | 14 Ash St., Carpentersville | | 4.6 acres | Rt. 25 on W<br>House line on N<br>House line on E<br>Baseball field fence on S<br>Added Baseball Field ( Tri-City no longer maintains)<br>S/E of drive – 2 more baseball fields. |
| **Dundee Crown H.S. Campus and Perry Elementary** | 1 Charger Country Dr., Carpentersville<br>251 Amarillo Dr., Carpentersville | **and** | 24.6 acres | House, tree line / Amarillo Dr. on N.<br>Athletic fields, varsity baseball, varsity softball, Football Stadium<br>Ensenada Dr. / house line on E.<br>Kings Rd. / house line on S.<br>Apartment complex / tree line on W. |

## Northwest

| | | | | |
|---|---|---|---|---|
| **Jacobs H.S. Campus** including<br>**Administration Bldg.**<br>**Buildings & Grounds / PDC /**<br>**Transportation Garage** | 2601 Bunker Hill Dr., Algonquin<br>2550 Harnish Dr,. Algonquin<br>2605 Bunker Hill Dr., Algonquin<br>2603 Bunker Hill Dr., Algonquin | **and**<br><br>**and** | 39.04 acres | Wrought iron fence along Golden Eagle Dr. on E.<br>football field, varsity baseball, varsity softball<br>Harnish Rd. on S.<br>House line on W.<br>Field / wetlands on N. |
| **Lake in the Hills Elementary** | 519 Willow St., Lake in the Hills | | 2.1 acres | Willow St on S<br>House line on W<br>Tree line on N<br>Tree line on E |
| **Lincoln Prairie** | 500 W. Harvest Gate, Lake in the Hills | | 4.5 acres | House line on N<br>Village hall property on E<br>Harvest Gate Rd. on S & W |
| **Neubert** | 1100 Huntington Dr., Algonquin | | 2.1 acres | House line on N<br>Park on W<br>Tree line on S, including parkway to bridge<br>Harnish / Huntington Drs. on E |

## Hampshire

| | | | | |
|---|---|---|---|---|
| **Hampshire HS Campus**<br>**and Gary Wright** | 1600 Big Timber Rd., Hampshire<br>1500 N. Ketchum Rd., Hampshire | **and** | 39.6 acres | Ketchum rd on E<br>Big timber rd on N<br>Tree line on S<br>Access RD on W |
| **Hampshire Middle** | 560 S. State St., Hampshire | | 16.1 acres | State St. on E<br>House line on S<br>House line on W<br>House line on N<br>Football Field – no longer maintained by<br>Football organization |
| **Hampshire Elementary** | 321 Terwilliger Ave., Hampshire | | 4.97 acres | Terwilliger Ave. on N<br>Klick St. on E<br>Tree line / creek on S & W |
| **Gilberts** | 729 Paperbark Lane, Gilberts | | 10.9 acres | Galligan rd on W<br>Field on E<br>Tree line on N<br>Field on S |

Community Unit School District 300

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**PURCHASING DEPARTMENT**
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

| VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS) | APPLICATION DATE 6-16-20 |
|---|---|
| Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries | REVISION DATE |

DATE: 6-16-20

| COMPANY | HOW LONG IN PRESENT BUSINESS? |
|---|---|
| TRINITY LANDSCAPE INC | 35 YEARS |

| ADDRESS | CITY | STATE | ZIP |
|---|---|---|---|
| 1050 TAMARAC DR | CARPENTERSVILLE | IL | 60110 |

| CONTACT PERSON/REPRESENTATIVE | FAX NUMBER | PHONE AND EXTENSION |
|---|---|---|
| ANTHONY CINA | 847-426-0001 | (847-426-0000 |

**TYPE OF ORGANIZATION (Check Applicable)**
☐ INDIVIDUAL ☐ PARTNERSHIP ☒ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: ILLINOIS

**YEARS ESTABLISHED:** 35

**DO YOU ACCEPT PURCHASE ORDERS?** YES ☐ NO ☒

**DO YOU ACCEPT CREDIT CARDS?** YES ☐ NO ☒

**CATEGORY** (Check below the category which applies to the applicant)
☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☒ (F) SERVICE ESTABLISHMENT

**NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.**

(A) PRESIDENT ANTHONY CINA (B) VICE PRESIDENT JOE CINA
(C) SECRETARY KASYIE CINA (D) TREASURER KASYIE CINA
(E) OWNERS, PARTNERS, OR STOCKHOLDERS

**TAXPAYER'S I.D. NO.**
FEIN 36-3717820
or
S.S. No. _____

**INSURANCE INFORMATION** (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☒
Workers' Compensation : State Minimum ☐ Greater than Minimum ☒
Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

**BONDING INFORMATION** (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond 4 / 2020 (Mo. / Year) ☒ Payment Bond (Labor and Materials) 4 / 2020 (Mo. / Year) ☒ Builder's Risk ___ / ___ (Mo. / Year) ☐

**PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:**

| NAME | OFFICIAL CAPACITY |
|---|---|
| ANTHONY CINA | |
| | |
| | |
| | |

| Average number of employees (including affiliates) for four preceding calendar quarters. | Average annual sales for preceding three fiscal years: | Floor Space (Square Feet) | |
|---|---|---|---|
| | | Manufacturing | Warehouse |
| | | | |

| MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below | FOR USE BY CONTRACT COMPLIANCE ONLY: BY:_____ DATE_____ ☐ C ☐ NC |
|---|---|
| ☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE | |

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

## MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

**MINORITY BUSINESS ENTERPRISE ("MBE")** means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

**WOMEN'S BUSINESS ENTERPRISE ("WBE")** means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

**BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")**means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

**MINORITY GROUP MEMBER** is an individual who is one of the following:

**AFRICAN AMERICAN** OR BLACK (persons with origins in any of the Black racial groups of Africa):
**HISPANIC AMERICAN** (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
**NATIVE AMERICAN** (American Indian)
**ASIAN-PACIFIC AMERICAN** (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

NO

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

| | ORGANIZATION | ADDRESS, STATE, ZIP | BUYER | PHONE NUMBER |
|---|---|---|---|---|
| 1. | RECSO | 611 RANDALL RD ELGIN 60120 | TRINITY | 224-268-3035 |
| 2. | SITE ONE | 900 BELL HAMPSHIRE 60140 | TRINITY | 847-426-0072 |
| 3. | WILSON NURSERIES | RT 72 HAMPSHIRE 60140 | TRINITY | 847. 683-4700 |
| 4. | | | | |

Bank References

| NAME OF BANK | ADDRESS, STATE, ZIP | CONTACT PERSON | PHONE NUMBER |
|---|---|---|---|
| BMO HARRIS | RT 31 WEST DUNDEE | KUNAGI | 847-426-1100 |

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

ANTHONY CINA

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

**USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY**

| VENDOR I.D. NUMBER | APPROVED BY | DATE | W9 | COMM LIST |
|---|---|---|---|---|
| | | 36 | | |

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

**Give Form to the requester. Do not send to the IRS.**

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
ANTHONY CINN

2 Business name/disregarded entity name, if different from above
TRINITY LAWNSCAPE INC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.
1050 TAMARAC DR

6 City, state, and ZIP code
CARPENTERSVILLE IL 60110

Requester's name and address (optional)
COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL 60102

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**
☐☐☐ - ☐☐ - ☐☐☐☐

or

**Employer Identification number**
36 - 3751820

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person ▶ _____ Date ▶ 6-25-20

# General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See* What is backup withholding, *later.*

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 06/17/2020

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 BELOW. 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<br>Epic One Insurance Group LLC<br>P.O. Box 5263<br>ELGIN, IL 60121<br>License #: 8677362 | CONTACT NAME: Liz Lopez<br>PHONE (A/C, No, Ext): (847)305-4837 FAX (A/C, No): (847)613-4091<br>E-MAIL ADDRESS: lizlopez@epiconeins.com | | |
| | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| | INSURER A : Pekin Insurance | | |
| INSURED<br>TRINITY LANDSCAPE INC<br>PO BOX 24<br>WEST DUNDEE, IL 60118-0024 | INSURER B : Farmers Auto | | 24228 |
| | INSURER C : | | |
| | INSURER D : | | |
| | INSURER E : | | |
| | INSURER F : | | |

**COVERAGES** **CERTIFICATE NUMBER:** 00000709-87636 **REVISION NUMBER:** 44

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 INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | COMMERCIAL GENERAL LIABILITY<br>[ ] CLAIMS-MADE [ ] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>[ ] POLICY [X] PRO-JECT [ ] LOC<br>[ ] OTHER: | Y | | CL0217159-0 | 11/01/2019 | 11/01/2020 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $<br>$<br>$<br>$<br>$<br>$ |
| B | AUTOMOBILE LIABILITY<br>[ ] ANY AUTO<br>[X] OWNED AUTOS ONLY [ ] HIRED AUTOS ONLY<br>[X] SCHEDULED AUTOS [ ] NON-OWNED AUTOS ONLY | | | 00P715249 | 11/01/2019 | 11/01/2020 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$<br>$<br>$ |
| A | [X] UMBRELLA LIAB [X] OCCUR<br>EXCESS LIAB [ ] CLAIMS-MADE<br>[ ] DED [ ] RETENTION $ | | | 00CU32277 | 11/01/2019 | 11/01/2020 | EACH OCCURRENCE<br>AGGREGATE | $<br>$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y]<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | 005580075 | 11/01/2019 | 11/01/2020 | [X] PER STATUTE [ ] OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $ 500,000<br>$ 500,000<br>$ 500,000 |
| A | Equip Leased/Rented | | | CL0217159-0 | 11/01/2019 | 11/01/2020 | | 10,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Community Unit School District 300 listed as additional insured.

**CERTIFICATE HOLDER**

Community Unit School District 300
2605 Bunker Hill Dr
ALGONQUIN, IL 60102

**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
Liz Lopez (L_L)

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**Community Unit School District # 300**
**Purchasing Department**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**
**847-551-8460 – PHONE**

June 9, 2020

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

## District Wide Weed Control, Lawn Fertilization Services, and Bee Control

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

**Community Unit School District No. 300**
**Purchasing Department – Weed Control**
**2605 Bunker Hill Drive**
**Algonquin, IL 60102**

Sealed bids will be received until **11:00AM CT, Friday, June 26, 2020** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **Tuesday, July 14, 2020 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

# PUBLIC NOTICE

# NOTICE TO BIDDERS

**The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:**

**District Wide Weed Control, Lawn Fertilization Services, and Bee Control**

Sealed bids will be accepted until **11:00 AM CT, Friday, June 26, 2020,** at which time they will be publically read.

**All bids will be received at:**
Community Unit School District 300
Purchasing Office
2605 Bunker Hill Drive
Algonquin, IL 60102

A public bid opening will be held at the Buildings and Grounds building located at 2605 Bunker Hill Drive, Algonquin , IL 60102. The opening will be held outside, observing social distancing guidelines. Potential suppliers may also choose to attend the bid opening virtually. Meeting information will be supplied to potential suppliers via meeting invitation.

A non-mandatory virtual pre-bid meeting is scheduled for **11:00AM CT, Thursday, June 18, 2020.** At that time, prospective bidders are invited to review bid documents via virtual meeting. Please contact the D300 Purchasing Department for access to this meeting.

**Any questions regarding this bid must be directed to:**

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL 60102
847-551-8460
Bids.purchasing@d300.org

**Bid specifications will be available on Tuesday, June 9, 2020, after 2:00PM.** To obtain bid specifications, please contact The D300 Purchasing Office at 847-551-8460 or via email at bids.purchasing@d300.org

# Timeline

| Bid - Weed Control, Lawn Fertilization and Bee Control | | | |
|---|---|---|---|
| | | | |
| Timeline 6/8/2020 | | | |
| | | | |
| **ACTION** | **DATE** | **TIME** | **LOCATION** |
| Project presented to Purchasing | 3/24/2020 | | |
| Establish Timeline | 6/8/2020 | | |
| Specifications Review/Deadline | 6/8/2020 | | |
| Specifications Finalized | 6/9/2020 | | B&G / Purchasing |
| Specifications Released | 6/9/2020 | 2:00 PM CT | |
| Legal Ad | 6/10/2020 | | Daily Herald |
| Pre-Bid Meeting | 6/18/2020 | 11:00:00 AM CMT | Google Meetings |
| Q&A Deadline | 6/25/2020 | 12 Noon CMT | Written via email |
| Bid Opening | 6/26/2020 | 11:00 AM CMT | Google Meetings |
| Evaluation Period | 6/26/2020 - 6/30/2020 | | Purchasing |
| Info to COO | 7/1/2020 | | Susan Harkin |
| Workshop | 7/14/2020 | | Administration |
| BOE MEETING/Approval | 7/14/2020 | | Administration |
| Contracts Released to Vendors | 7/15/2020 | | Purchasing |
| Service Agreements Issued | 7/16/2020 | | Purchasing Office |
| Contract Expiration | 6/30/2021 | | |

**Instructions to Bidders**

## 1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. The district will be using the CPI-U (Consumer Price Index - Urban) to determine the rate of increase/decrease over the contract period if warranted. Vendor price increase/decrease notifications MUST be submitted in writing to the D300 Purchasing Office within 30 days of the December 2020 published CPI-U. Price increases/decreases will become effective July 31, 2021.

## 2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

## 3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

## 4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

## 5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

## 6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

## 7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

## 8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

## 9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

## 10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

## 11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

## 12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

## 13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

## 14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

## 15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

## 16. SERVICE POINTS

| Building Name | Address |
|---|---|
| Administration Center<br>(847)551-8300 | 2550 Harnish Dr<br>Algonquin, IL 60102 |
| Algonquin Lakes Elementary<br>(847)532-7500 | 1401 Compton Drive<br>Algonquin, IL 60102 |
| Algonquin Middle School<br>(847)532-7100 | 520 Longwood Drive<br>Algonquin, IL 60102 |
| Carpentersville Middle School<br>(224)484-2100 | 100 Cleveland Avenue<br>Carpentersville, IL 60110 |
| deLacey Family Education Center<br>(224)484-2300 | 50 Cleveland Avenue<br>Carpentersville, IL 60110 |
| Dundee-Crown High School<br>(224)484-5000 | 1500 Kings Road<br>Carpentersville, IL 60110 |
| Dundee Highlands Elementary<br>(224)484-4700 | 407 South Fifth Street<br>West Dundee, IL 60118 |
| Dundee Middle School<br>(224)484-4500 | 4200 W. Main Street<br>West Dundee, IL 60118 |
| Eastview Elementary<br>(847)532-7400 | 540 Longwood Drive<br>Algonquin, IL 60102 |
| Gilberts Elementary<br>(224)484-5900 | 729 Paperbark Lane<br>Gilberts, IL 60136 |
| Golfview Elementary<br>(224)484-2800 | 124 Golfview Lane<br>Carpentersville, IL 60110 |
| Hampshire Elementary<br>(847)792-3400 | 321 Terwilliger Avenue<br>Hampshire, IL 60140 |
| Hampshire Middle School<br>(847)792-3200 | 560 South State Street<br>Hampshire, IL 60140 |
| Hampshire High School<br>(847)792-3500 | 1600 E. Big Timber Road<br>Hampshire, IL 60140 |
| Jacobs High School<br>(847)532-6100 | 2601 Bunker Hill Drive<br>Algonquin, IL 60102 |
| Lake in the Hills Elementary<br>(847)532-6900 | 519 Willow Street<br>Lake in the Hills, IL 60156 |
| Lakewood School<br>(224)484-2600 | 1651 Ravine Lane<br>Carpentersville, IL 60110 |
| Liberty Elementary<br>(224)484-4800 | 6500 Miller Road<br>Carpentersville, IL 60110 |
| Lincoln Prairie Elementary<br>(847)532-6600 | 500 W. Harvest Gate<br>Lake in the Hills, IL 60156 |
| Meadowdale Elementary<br>(224)484-2900 | 14 Ash Street<br>Carpentersville, IL 60110 |
| Neubert Elementary School<br>(847)532-6800 | 1100 Huntington Drive<br>Algonquin, IL 60102 |
| Oak Ridge School<br>(224)484-5800 | 300 Cleveland Avenue<br>Carpentersville, IL 60110 |
| Parkview Elementary<br>(224)484-2500 | 122 Carpenter Blvd.<br>Carpentersville, IL 60110 |
| Perry Elementary<br>(224)484-5600 | 251 Amarillo Drive<br>Carpentersville, IL 60110 |
| Sleepy Hollow Elementary<br>(224)484-4900 | 898 Glen Oak Drive<br>Sleepy Hollow, IL 60118 |
| Westfield Community School<br>(847)532-7600 | 2100 Sleepy Hollow Road<br>Algonquin, IL 60102 |
| Gary D. Wright Elementary<br>(847)683-5700 | 1500 Ketchum Road<br>Hampshire, IL 60140 |
| Bldgs. & Grounds & Prof. Develop. Center - Bunker Hill<br>(847)532-6700 | 2605 Bunker Hill Drive<br>Algonquin, IL 60102 |
| Transportation Department<br>(847)532-6050 | 2603 Bunker Hill Drive<br>Algonquin, IL 60102 |

## 17. PROJECT MANAGER

Jon Mickle
Comm. Unit School District 300/ Facilities Manager
2605 Bunker Hill Drive
Algonquin, Il 60102
Ph: 847-532-6700
Jonathan.mickle@d300.org

## 18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

## 19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

| | | |
|---|---|---|
| General Liability | General Aggregate | $2,000,000 |
| | Products-Comp/OP Agg | 2,000,000 |
| | Personal Injury | 1,000,000 |
| | Each Occurrence | 1,000,000 |
| | Fire Damage (Any one fire) | 50,000 |
| | Medical Exp. (Any one person) | 5,000 |
| Excess Liability | Each Occurrence | 2,000,000 |
| | Aggregate | 2,000,000 |
| Automobile Liability | Bodily Injury (each occ) | 1,000,000 |
| | Property Damage (each occ) | 1,000,000 |
| Worker's Compensation | Statutory Limits | |
| | Each Accident | 500,000 |
| | Disease-Policy Limit | 500,000 |
| | Disease-Each employee | 500,000 |

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including

the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

## 20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

## 21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

## 22. DAMAGE TO PROPERTY

In the event the bidder damages the District’s property, the bidder shall, at the bidder’s sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation,

the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

## 23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

## 24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

## 25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

## 26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

## 27. CONTRACT DURATION

Contract term starting **July 15, 2020 - July 14, 2021.** This is a one (1) year contract with the possibility of two (2) one-year extensions.

## 28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

## 29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

## 30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

## 31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

## 32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

## 33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

## 34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

## 35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

**36. CANCELLATION** – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

## 37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

## REFERENCES

## LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** _____

   **ADDRESS:** _____

   **CITY, STATE, and ZIP CODE:**
   _____

   **TELEPHONE NUMBER:**
   _____

   **CONTACT PERSON:**
   _____

   **DATE OF SERVICES:**
   _____

   **DOLLAR AMOUNT OF THE JOB:**
   _____

2. **ORGANIZATION:**
   _____

   **ADDRESS:**
   _____

   **CITY, STATE, and ZIP CODE:**
   _____

   **TELEPHONE NUMBER:**
   _____

   **CONTACT PERSON:**
   _____

   **DATE OF SERVICES:**
   _____

   **DOLLAR AMOUNT OF THE JOB:**
   _____

## REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

**ADDRESS:**
_____

**CITY, STATE, and ZIP CODE:**
_____

**TELEPHONE NUMBER**
_____

**CONTACT PERSON:**
_____

**DATE OF SERVICES:**
_____

**DOLLAR AMOUNT OF THE JOB:**
_____

**OFFEROR'S NAME:** _____

**SIGNATURE:** _____

**DATE:** _____

**COMMENTS –**

_____

_____

_____

_____

_____

# CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE REGARDING
# SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____

NOTARY PUBLIC

# CERTIFICATE REGARDING
# EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# CERTIFICATE REGARDING

## EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

# NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

**CERTIFICATE REGARDING**
**COMMUNITY UNIT SCHOOL DISTRICT 300**
**VENDOR/CONTRACTOR CONFLICT OF INTEREST**

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2020

_____
NOTARY PUBLIC

## CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

**By** _____

**Title:** _____

**Dated:** _____

## AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

# SCOPE OF WORK/SERVICE

**District Wide Weed Control, Lawn Fertilization Services, and Bee Control**

Community Unit School District 300 is seeking service suppliers for broadleaf weed control, pre-emergent control, fertilization of turf and stinging insect control for all building locations located on page two (2) of this scope of work.

**QUALIFICATIONS** – Vendor must be a certified and Illinois licensed vendor to apply weed control, fertilization chemical and / or pesticides for bee and wasp control. Vendor must supply a list of references of like customers on the Reference Forms attached to this bids Boiler Plate.

**SCOPE OF SERVICE TO BE PROVIDED –**

**Fall Application:** Dry Fertilizer Only. GRANULAR. Single Application for all district sites listed in this scope of work.
- To Include post emergent herbicide.

**Early Spring Application:** Pre-Emergent GRANULAR with slow release fertilizer and weed control. Single Application for all district sites listed in this scope of work.
**Mid-Summer:** Weed Control and Fertilization LIQUID. Single Application for all district sites listed in this scope of work.
**MID – SUMMER ALTERNATE:** To include herbicide to control post-emergent grasses (crabgrass, goosegrass, quackgrass) and insecticide for grub control.
**Weed Control:** LIQUID ONLY. Single Application for all district sites listed in this scope of work. (UPON REQUEST)

**Products must be in liquid or granular form**.

**Products to be used:**

1. **Weed Control**: TRIPLET, Escalade 2, or equivalent*.
2. **Liquid Fertilizer**: 25-0-5. 30% ammonium sulfate, 3 lbs of product per 1000, .75 lbs per 1000 of Nitrogen. **This product may vary in Nitrogen content when applied in unusually wet months. Formula of the fertilizer used is under the discretion of the Grounds Supervisor, Paul Wiloff.**
3. **Granular Fertilizer**: 30-0-5 (dry) fertilizer or an acceptable **non-phosphorus** dry granular product.
4. **Pre-emergent**: "Barricade", "Dimension" or equivalent*.
5. **Pesticide**: Sevin, Sevin SL, "Cyonara" or equivalent.

*** Vendor MUST PROVIDE chemical specification sheets and/or SDS's on all equivalent chemicals upon bid submission**.

- ALL Liquid Fertilizer and Weed Control and Pesticide SDS's must be on file with the Purchasing Dept. and the Buildings and Grounds Dept. before work can commence.
- Certificate of Insurance must be provided to the Purchasing Dept. before any application can start.
- Scheduling of all applications must be coordinated with Paul Wiloff, Buildings and Grounds Foreman, (847) 417-0748 cell.
- **The District must be notified at least 5 working days in advance before any site(s) can be sprayed.**
- **If for any reason the vendor is unable to apply weed control on their scheduled day, the vendor is to notify the Buildings and Grounds Department within 24 hrs. of scheduled cancelation. Ph: 847-532-6700**
- **It is the vendor's responsibility to fully communicate to all district buildings 24hrs. prior to any application. Contact information is provided on page 2 of this Scope of Work.**
- Site(s) must be marked with signs (flags) 24 hours in advance to notify that area(s) will be sprayed the following day.
- Site (s) must be marked with signs (flags) after weed control application in accordance with product label for re-entry times and other limitations.
- Vendor must be in compliance with all State and Federal regulations regarding material handling, filling and recycling.

**Building location and school property perimeter sheets are attached.**

Base Bid – is considered to be the lump sum of one each application Weed Control/ Fertilization, Weed Control only, dry granular fertilization and pre-emergent granular. Also note Bid Response Form B asks for a rate per hour for pesticide application for the control of stinging insects. Individual building pricing listed in Bid Response Form B also needs to be submitted with the vendors sealed bid. It is the intent of District 300 to award this bid to a single vendor.

**Community Unit School District 300**
**2605 Bunker Hill Dr**
**Algonquin, IL 60102**
**847-551-8300**

## Building Name/Location List

| Bldg. # | Building Name | Address | Phone (847) | Fax |
|---|---|---|---|---|
| 29 | Algonquin Lakes Elementary | 1401 Compton Drive - Algonquin, IL 60102 | 854-3900 | 854-3909 |
| 4 | Algonquin Middle School | 520 Longwood Drive - Algonquin, IL 60102-3099 | 658-2545 | 658-2547 |
| 48 | Buildings & Grounds / PDC / Administration Building | 2605 Bunker Hill Drive – Algonquin, IL 60102 | 658-3631 | 658-4410 |
| 2 | Carpentersville Middle School | 100 Cleveland Avenue - Carpentersville, IL 60110-1960 | 426-1380 | 426-1404 |
| 13 | deLacey Family Educ. Center | 50 Cleveland Avenue - Carpentersville, IL 60110 | 426-1450 | 426-1453 |
| 8 | Dundee Highlands Elementary | 407 South Fifth Street - West Dundee, IL 60118-2899 | 426-1480 | 426-1935 |
| 5 | Dundee Middle School | 4200 W. Main Street - West Dundee, IL 60118-9590 | 426-1485 | 426-4008 |
| 1 | Dundee-Crown High School | 1500 Kings Road- Carpentersville, IL 60110-1474 | 426-1415 | 426-1245 |
| 33 | Eastview Elementary | 540 Longwood Drive - Algonquin, IL 60102 | 458-5501 | 458-5509 |
| 35 | Gilberts Elementary | 729 Paperbark Lane - Gilberts, IL 60136 | 551-5000 | 551-5015 |
| 11 | Golfview Elementary | 124 Golfview Lane - Carpentersville, IL 60110-2399 | 426-1250 | 426-1339 |
| 12 | Hampshire Elementary | 321 Terwilliger Avenue - Hampshire, IL 60140-9604 | 683-2171 | 683-4806 |
| 6 | Hampshire High School | 1600 East Big Timber Road - Hampshire, IL 60140 | 792-3500 | 792-3515 |
| 3 | Hampshire Middle School | 560 South State Street - Hampshire, IL 60140-9606 | 683-2522 | 683-1030 |
| 7 | Jacobs High School | 2601 Bunker Hill Drive - Algonquin, IL 60102-9734 | 658-2500 | 658-3203 |
| 14 | Lake in the Hills Elementary | 519 Willow Street - Lake in the Hills, IL 60156 | 658-2530 | 658-2563 |
| 10 | Lakewood | 1651 Ravine Lane - Carpentersville, IL 60110-2130 | 428-1191 | 426-1126 |
| 32 | Liberty Elementary | 6500 Miller Road - Carpentersville, IL 60110 | 851-8300 | 851-8309 |
| 30 | Lincoln Prairie Elementary | 500 Harvest Gate Road - Lake in the Hills, IL 60156 | 960-7735 | 960-7743 |
| 15 | Meadowdale Elementary | 14 Ash Street - Carpentersville, IL 60110-1694 | 426-1475 | 426-1244 |
| 26 | Neubert Elementary School | 1100 Huntington Drive - Algonquin, IL 60102-1999 | 658-2540 | 658-9809 |
| 16 | Oak Ridge School | 300 Cleveland Ave - Carpentersville, IL 60110 | 426-4052 | 426-4474 |
| 17 | Parkview Elementary | 122 Carpenter Blvd. - Carpentersville, IL 60110-1918 | 426-1260 | 426-2962 |
| 18 | Perry Elementary | 251 Amarillo Drive - Carpentersville, IL 60110-1199 | 426-1440 | 426-5903 |
| 24 | Sleepy Hollow Elementary | 898 Glen Oak Drive - Sleepy Hollow, IL 60118-2698 | 426-1460 | 426-1290 |
| 23 | Transportation Dept. | 2603 Bunker Hill Drive, Algonquin, IL 60102 | 458-0884 | 426-6255 |
| 28 | Westfield Community School | 2100 Sleepy Hollow Road - Algonquin, IL 60102-2698 | 458-2193 / ES | 458-1909 |
| | | | 458-1900 / MS | |
| 35 | Gary D. Wright Elementary | 1500 Ketchum Road - Hampshire, IL 60140 | 683-5700 | 683-5715 |

## SCHOOL PROPERTY PERIMETERS FOR SPRAYING FOR BROADLEAF WEEDS

### Southeast

| | | | | |
|---|---|---|---|---|
| **Oak Ridge School** | 300 Cleveland Ave., Carpentersville | **and** | 13.4 acres | Wilmette Ave / Van Buren St. on E. |
| **Carpentersville Middle School** | 100 Cleveland Ave., Carpentersville | **and** | | Tree line / Jockey Club Field on S. |
| **DeLacey Family Education Center** | 50 Cleveland Ave., Carpentersville | | | Third St. / Parkview School on W. |
| | | | | Cleveland Ave. on N. |
| **Parkview** | 122 Carpenter Blvd., Carpentersville | | 2 acres | Cleveland Ave. on N |
| | | | | Gravel road on E |
| | | | | South house line |
| | | | | Carpenter Blvd. on W |
| **Golfview** | 124 Golfview Ln., Carpentersville | | 2.98 acres | House line / Golfview Ln. on W |
| | | | | House line on N |
| | | | | House line / park on E |
| | | | | Large sidewalk on S |
| **Lakewood** | 1651 Ravine Ln., Carpentersville | | 7.2 acres | Tree line on W |
| | | | | Tree line on S |
| | | | | Tree line Ravine Lane on E |

## Southwest

| | | | |
|---|---|---|---|
| **Dundee Highlands** | 407 S. Fifth St., West Dundee | 1.1 acres | House line on N<br>House line on E<br>Edwards on S<br>Fifth St. on W |
| **Dundee Middle School** | 4200 W. Main St., West Dundee | 9.7 acres | Rt. 72 on S<br>Tree line on W<br>Tree line / wetlands on N<br>Corn field on E<br>Retention pond by Track<br>Pushed up tree line SW side<br>NW retention by the industrial area |
| **Liberty** | 6500 Miller Rd., Carpentersville | 9.3 acres | Park on E<br>House line / field on N<br>House line on W<br>Miller Rd. on S |
| **Sleepy Hollow** | 898 Glen Oak Dr., Sleepy Hollow | 5.1 acres | Glen Oak Dr. / Walnut Dr. on N<br>House / tree line on E<br>House line on S<br>House line on W |
| **Westfield Community School** | 2100 Sleepy Hollow Rd., Algonquin | 21.75 acres | Sleepy Hollow Rd. on E<br>House line on S – expanded up to the resident property for retention<br>Tree line on W – expansion pushed back tree line<br>Bike path / house line on N<br>Expanded 50% more turf on N side by resident |

## Northeast

| | | | | |
|---|---|---|---|---|
| **Algonquin Lakes** | 1401 Compton Dr., Algonquin | | 1 acre | House line on W<br>Park on S<br>Park / field on E<br>Compton Dr. on N |
| **Algonquin Middle School Eastview** | 520 Longwood Dr., Algonquin<br>540 Longwood Dr., Algonquin | **and** | 15.2 acres | Longwood Dr. on E.<br>House line on N<br>House line on W<br>House line on S<br>Pond- added expanded tree line to west and north |
| **Meadowdale** | 14 Ash St., Carpentersville | | 4.6 acres | Rt. 25 on W<br>House line on N<br>House line on E<br>Baseball field fence on S<br>Added Baseball Field ( Tri-City no longer maintains)<br>S/E of drive – 2 more baseball fields. |
| **Dundee Crown H.S. Campus and Perry Elementary** | 1 Charger Country Dr., Carpentersville<br>251 Amarillo Dr., Carpentersville | **and** | 24.6 acres | House, tree line / Amarillo Dr. on N.<br>Athletic fields, varsity baseball, varsity softball, Football Stadium<br>Ensenada Dr. / house line on E.<br>Kings Rd. / house line on S.<br>Apartment complex / tree line on W. |

## Northwest

| | | | | |
|---|---|---|---|---|
| **Jacobs H.S. Campus** including<br>**Administration Bldg.**<br>**Buildings & Grounds / PDC /**<br>**Transportation Garage** | 2601 Bunker Hill Dr., Algonquin<br>2550 Harnish Dr,. Algonquin<br>2605 Bunker Hill Dr., Algonquin<br>2603 Bunker Hill Dr., Algonquin | **and**<br><br>**and** | 39.04 acres | Wrought iron fence along Golden Eagle Dr. on E.<br>football field, varsity baseball, varsity softball<br>Harnish Rd. on S.<br>House line on W.<br>Field / wetlands on N. |
| **Lake in the Hills Elementary** | 519 Willow St., Lake in the Hills | | 2.1 acres | Willow St on S<br>House line on W<br>Tree line on N<br>Tree line on E |
| **Lincoln Prairie** | 500 W. Harvest Gate, Lake in the Hills | | 4.5 acres | House line on N<br>Village hall property on E<br>Harvest Gate Rd. on S & W |
| **Neubert** | 1100 Huntington Dr., Algonquin | | 2.1 acres | House line on N<br>Park on W<br>Tree line on S, including parkway to bridge<br>Harnish / Huntington Drs. on E |

## Hampshire

| | | | | |
|---|---|---|---|---|
| **Hampshire HS Campus**<br>**and Gary Wright** | 1600 Big Timber Rd., Hampshire<br>1500 N. Ketchum Rd., Hampshire | **and** | 39.6 acres | Ketchum rd on E<br>Big timber rd on N<br>Tree line on S<br>Access RD on W |
| **Hampshire Middle** | 560 S. State St., Hampshire | | 16.1 acres | State St. on E<br>House line on S<br>House line on W<br>House line on N<br>Football Field – no longer maintained by<br>Football organization |
| **Hampshire Elementary** | 321 Terwilliger Ave., Hampshire | | 4.97 acres | Terwilliger Ave. on N<br>Klick St. on E<br>Tree line / creek on S & W |
| **Gilberts** | 729 Paperbark Lane, Gilberts | | 10.9 acres | Galligan rd on W<br>Field on E<br>Tree line on N<br>Field on S |

# BID RESPONSE FORM – Part A

## District Wide Weed Control - Lawn Fertilization Services and Bee Control

| Scope of Work | Base Bid Pricing |
|---|---|
| **MID SUMMER- Weed Control and Fertilization LIQUID** | **$** |
| **ATERNATE: MID SUMMER- Weed Control and Fertilization LIQUID** To Include: Herbicide for post -emergent grasses and insecticide for grub control. | **$** |
| **FALL - Dry Fertilization** (Granular) To Include: Post Emergence Herbicide. | **$** |
| **EARLY SPRING- Pre-Emergent** (Granular) w/slow release fertilizer. AND weed control. | **$** |
| **Weed Control ONLY** for all district wide sites - UPON REQUEST | **$** |
| **Performance Bond** | **$** |
| **BASE BID** *(Grand Total)* | **$** |

**RATE PER HOUR for PESTICIDE APPLICATION _____$/hr**

**Please include the completed Bid Response Form - Part B with your sealed bid.**

**ADDITIONAL COMMENTS –**

_____

_____

**Vendor has received Addendum #1 Yes _____ No _____**
**Addendum #2 Yes _____ No_____**

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

_____
Name of Company/Corporation

60 Days
Length of time bid is firm

_____
Street Address

Proposal submitted by:

_____
City, State, Zip Code

_____
Signature of Authorized Agent

_____
Telephone Number

_____
Please Write or Type Name

_____
Fax Number

_____
E-mail Address

_____
FEIN NUMBER

_____
Illinois License Number

***** Sealed Bids are due by 11:00AM CT, Friday, June 26, 2020 ******

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**WEED CONTROL AND BEE CONTROL BID – GUIDE TO FILLING OUT THE BID SPREADSHEET**

Requirements: Microsoft Excel v 2010 (minimum)

The bid sheets are provided in a Microsoft Excel format. Much of the worksheet is informational. The following will provide instructions for entering your information as well as how to save and submit the spreadsheet with your bid. The pricing information is keyed by selecting the tab following the Bid Response Tab within the Excel workbook.

**Entering Information into the Spreadsheet**:

1) Once the spreadsheet is open fill in the Vendor Information Section at the top. All fields should be completed. The contact person indicated on the spreadsheet will be the person we contact in the event we have a problem with the file.
2) Fill in the RATE PER HOUR for pesticide applications.
3) Columns meant as informational only are highlighted grey.
4) Columns meant for your input have been left white, and are the following:

   a. MID SUMMER Liquid Weed Control and Fertilization
   b. Mid Summer Alternate
   c. FALL Granular Fertilization
   d. SPRING Granular Pre-Emergent AND Weed Control
   e. Liquid Weed Control ONLY
   f. Vendor comments

**5) If you are NOT bidding on a service, we ask you type in the words NO BID (in capitals) in the specific box for each service the NO BID pertains to.**

6) Only write notes in the columns labeled Vendor Comments.
7) The spreadsheet has been formatted to print out on 8.5 x 14 paper in a landscape mode, when you are finished print out so the hard copy can be included with your bid submission.

**Saving and Submitting the Spreadsheet:**

1) Save the file with the following naming convention:
   xxxxxxxxxyyyyyyyyyyy.xls

   "x" signifies the name of your company
   "y" signifies the bid name – i.e. music equipment.

**2) The file must be saved to a FLASH DRIVE.**

3) It is required you submit the Flash Drive with a paper copy.

## BID RESPONSE FORM - Part B

## District Wide Weed Control, Lawn Fertilization Services, and Bee Control

**Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:**

**1. Bidders must insure they have viewed all three(3) tabs in this spreadsheet.**
**2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.**
**3. Payment of Prevailing Wages IS NOT REQIRED for this project.**
**4. It is the intent to award this project to one single vendor.**
**5. Prices quoted shall include all charges for handling, transportation and delivery.**
**6. MSDS's MUST be on hand at the District 300 Purchasing AND Buildings & Grounds offices before chemical applications can begin.**
**7. Community Unit School District #300 is Tax Exempt.**
**Tax Exemption Number - E99960079.**

**CATALOG TOTAL** *(Columns D, E, F, and G)*

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

**Vendor has received Addendum ( IF APPLICABLE)**
**#1 - _____ #2 - _____**

**NAME OF COMPANY /CORPORATION**
**STREET ADDRESS:**

**CITY:**

**STATE:**

**ZIP:**

**TELEPHONE NUMBER:**

**FAX NUMBER:**

**EMAIL ADDRESS:**

**FEIN NUMBER**

**ILLINOIS LICENSE NUMBER**

**BID SUBMITTED BY:**

**SIGNATURE OF AUTHORIZED AGENT**

**PLEASE TYPE OR PRINT NAME**

**DATE**

****** Sealed Bids are due by 11:00AM, Friday, June 26, 2020 ******

| **INSTRUCTIONS:** Please fill in columns **D, E, F, G.and H** Please use column I for vendor comments.<br><br>ALL bids must be completed in the Excel spreadsheet provided. | Vendor Name: | |
|---|---|---|
| | Complete Address: | |
| | Phone: | |
| | Fax: | |
| | E-Mail: | |
| | Contact Person: | |

**RATE PER HOUR for PESTICIDE APPLICATION** _____ **$/hour**
(Start Date Aug. 1 2020, "On-Call" Basis)

| D300 Location | Acreage | Weed Control and Fertilization LIQUID *Single Application All district sites* (MID SUMMER) | ALTERNATE: Weed Control and Fertilization LIQUID *Single Application* (MID SUMMER) To Include: Herbicide to control post - emergent grasses and insecticide for grub control | DRY Fert. GRANULAR ONLY *Single Application* (FALL) To Include: Post emergence herbicide | Pre-Emergent GRANULAR w/slow release fert. AND Weed Control Single Application (EARLY SPRING) | Weed Control LIQUID ONLY *Single Application* (UPON REQUEST) | Vendor Comments |
|---|---|---|---|---|---|---|---|
| **Oak Ridge,CMS, DeLacey** | **13.4** | | | | | | |
| **Dundee-Crown HS and Perry Elem.** | **24.6** | | | | | | |
| **Jacobs HS, B&G, Tranportation Dept. Administration Building** | **39.04** | | | | | | |
| **Hampshire Middle School** | **16.1** | | | | | | |
| **Algonquin Middle and Eastview Elem.** | **15.2** | | | | | | |
| **Dundee Middle School** | **9.7** | | | | | | |
| **Dundee Highlands Elem.** | **1.1** | | | | | | |
| **Golfview Elem.** | **2.98** | | | | | | |
| **Hampshire Elem.** | **4.97** | | | | | | |
| **Lakewood School** | **7.2** | | | | | | |
| **Lake in the Hills Elem.** | **2.1** | | | | | | |
| **Meadowdale Elem.** | **4.6** | | | | | | |
| **Neubert Elem.** | **2.1** | | | | | | |
| **Parkview Elem.** | **2** | | | | | | |
| **Sleepy Hollow Elem.** | **5.1** | | | | | | |
| **Westfield Community School** | **21.75** | | | | | | |
| **Algonquin Lakes Elem.** | **1** | | | | | | |
| **Lincoln Prairie Elem.** | **4.5** | | | | | | |
| **Liberty Elem.** | **9.3** | | | | | | |
| **Gilberts Elem.** | **10.9** | | | | | | |
| **Hampshire HS and Gary Wright Elem.** | **39.6** | | | | | | |
| **TOTALS** *( per Application)* | **237.24** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | |

| **GRAND TOTAL** *(Catalog Total)* | **$0.00** |
|---|---|

PRINT RESET

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**PURCHASING DEPARTMENT**
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

| **VENDOR APPLICATION FORM** (SUBJECT TO LOCAL LAWS) | **APPLICATION DATE** |
|---|---|
| Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries | **REVISION DATE** |

**DATE:** _____

| **COMPANY** | HOW LONG IN PRESENT BUSINESS? |
|---|---|
| **ADDRESS** CITY STATE ZIP | |
| **CONTACT PERSON/REPRESENTATIVE** | FAX NUMBER ( ) / PHONE AND EXTENSION ( ) |

**TYPE OF ORGANIZATION (Check Applicable)**

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

**YEARS ESTABLISHED:**

**DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐**

**DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☐**

**CATEGORY** **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

**NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.**

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

**TAXPAYER'S I.D. NO.**

FEIN _____

or

S.S. No. _____

**INSURANCE INFORMATION (Check Applicable)**

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

**BONDING INFORMATION** **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

**PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:**

| NAME | OFFICIAL CAPACITY |
|---|---|
| | |
| | |
| | |
| | |

| Average number of employees (including affiliates) for four preceding calendar quarters. | Average annual sales for preceding three fiscal years: | Floor Space (Square Feet) | |
|---|---|---|---|
| | | Manufacturing | Warehouse |
| | | | |

| MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below | FOR USE BY CONTRACT COMPLIANCE ONLY: |
|---|---|
| ☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE | BY:_____ DATE_____ ☐ C ☐ NC |

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

## MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

**MINORITY BUSINESS ENTERPRISE ("MBE")** means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

**WOMEN'S BUSINESS ENTERPRISE ("WBE")** means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

**BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")** means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

**MINORITY GROUP MEMBER** is an individual who is one of the following:

**AFRICAN AMERICAN** OR BLACK (persons with origins in any of the Black racial groups of Africa):
**HISPANIC AMERICAN** (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
**NATIVE AMERICAN** (American Indian)
**ASIAN-PACIFIC AMERICAN** (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

| | ORGANIZATION | ADDRESS, STATE, ZIP | BUYER | PHONE NUMBER |
|---|---|---|---|---|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |

Bank References

| NAME OF BANK | ADDRESS, STATE, ZIP | CONTACT PERSON | PHONE NUMBER |
|---|---|---|---|
| | | | |

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

| |
|---|
| **SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION** |
| |
| **NAME AND TITLE OF PERSON SIGNING (Please type or print)** |

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

**USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY**

| VENDOR I.D. NUMBER | APPROVED BY | DATE | W9 | COMM LIST |
|---|---|---|---|---|
| | | | | |

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

**Give Form to the requester. Do not send to the IRS.**

Print or type. See Specific Instructions on page 3.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

*(Applies to accounts maintained outside the U.S.)*

**5** Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**2550 HARNISH DRIVE**
**ALGONQUIN, IL 60102**

**6** City, state, and ZIP code

**7** List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

☐☐☐ – ☐☐ – ☐☐☐☐

**or**

**Employer identification number**

☐☐ – ☐☐☐☐☐☐☐

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** | **Signature of U.S. person** ▶ | **Date** ▶

# General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See* What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

***Example.*** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

## What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

# Specific Instructions

## Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note: ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

## Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

## Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

| IF the entity/person on line 1 is a(n) . . . | THEN check the box for . . . |
|---|---|
| • Corporation | Corporation |
| • Individual<br>• Sole proprietorship, or<br>• Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes. | Individual/sole proprietor or single-member LLC |
| • LLC treated as a partnership for U.S. federal tax purposes,<br>• LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or<br>• LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes. | Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation) |
| • Partnership | Partnership |
| • Trust/estate | Trust/estate |

## Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

**Exempt payee code.**

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

| IF the payment is for . . . | THEN the payment is exempt for . . . |
|---|---|
| Interest and dividend payments | All exempt payees except for 7 |
| Broker transactions | Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012. |
| Barter exchange transactions and patronage dividends | Exempt payees 1 through 4 |
| Payments over $600 required to be reported and direct sales over $5,000[1] | Generally, exempt payees 1 through 5[2] |
| Payments made in settlement of payment card or third party network transactions | Exempt payees 1 through 4 |

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

### Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

## What Name and Number To Give the Requester

| For this type of account: | Give name and SSN of: |
|---|---|
| 1. Individual | The individual |
| 2. Two or more individuals (joint account) other than an account maintained by an FFI | The actual owner of the account or, if combined funds, the first individual on the account[1] |
| 3. Two or more U.S. persons (joint account maintained by an FFI) | Each holder of the account |
| 4. Custodial account of a minor (Uniform Gift to Minors Act) | The minor[2] |
| 5. a. The usual revocable savings trust (grantor is also trustee) | The grantor-trustee[1] |
| b. So-called trust account that is not a legal or valid trust under state law | The actual owner[1] |
| 6. Sole proprietorship or disregarded entity owned by an individual | The owner[3] |
| 7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A)) | The grantor* |
| **For this type of account:** | **Give name and EIN of:** |
| 8. Disregarded entity not owned by an individual | The owner |
| 9. A valid trust, estate, or pension trust | Legal entity[4] |
| 10. Corporation or LLC electing corporate status on Form 8832 or Form 2553 | The corporation |
| 11. Association, club, religious, charitable, educational, or other tax-exempt organization | The organization |
| 12. Partnership or multi-member LLC | The partnership |
| 13. A broker or registered nominee | The broker or nominee |
| 14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments | The public entity |
| 15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B)) | The trust |

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

**Note:** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

## Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Eberto Mora
Executive Director of Human Resources

| | |
|---|---|
| **Presented at the following Board Meetings** | |
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **2021-2022 Administrator Handbook**

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**Background**

The attached document reflects the FY 2021-2022 proposed salary and benefits for the District administrative and supervisor staff. As part of the compensation package, we are recommending adding 1.5% to the salary schedule. This amount plus the 2% step equates to a 3.5% salary increase. In the red-lined handbook, we have highlighted the appropriate changes.

**Recommendation**

The Administration recommends that the Board approve the Administrative and Supervisor Staff Handbook as presented. The proposed salary increase is reflected in the financial projections.

# ADMINISTRATORS AND SUPERVISORY STAFF

# COMPENSATION AND BENEFITS

~~2020-2021~~

2021-2022

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# CERTIFIED ADMINISTRATORS AND SUPERVISORY STAFF COMPENSATION AND BENEFITS HANDBOOK

## SALARY COMPENSATION

Compensation will be paid in accordance with the schedule approved by the Board. The Board may elect not to advance an administrative/support staff employee on the salary schedule.

Administrators, who have exceeded years of service beyond the established scale, will earn the average annual adjustment of all administrators in levels.

Placement on salary schedule: When a current employee is moved to an administrative classification of higher pay, consideration will be given to previous years of administrative experience. For involuntary assignments/placements to a lower grade position, the employee will maintain the current salary for the remainder of the current fiscal year and be placed at the appropriate salary grade and step for the position in the subsequent year. For voluntary assignments/placements to a lower grade position, the employee may maintain the current salary based on the recommendation of the Superintendent and the approval by the BOE.

Administrators may be eligible to receive a performance-based bonus.

Board paid TRS for Certified Administrators

The Board pays the employee portion of TRS and retirement insurance (T.H.I.S. Fund).

Pay Procedures

Employees are paid their annual salary in 26 equal installments, beginning in July and ending in June of each fiscal year. Certified administrators and supervisory staff shall receive their pay by direct deposit.

## CONTRACT YEAR

The administrator/supervisor contract year begins July 1 and ends on June 30 of the following year.

The number of workdays (listed on the salary schedule in the appendix) refers to weekdays and excludes Saturdays and Sundays. Legal holidays are observed when they fall within the normal workweek – Monday through Friday. Start and stop dates for those employed fewer than 262 days are set individually by the supervisor. 262-day contracts include paid legal holidays; contracts having fewer than 262 days exclude paid legal holidays.

## HEALTH CARE BENEFITS

1. Medical

The Board of Education shall contribute an amount equal to 80% percent of the premium cost for an individual plan and 70% percent for a family plan. Employees may choose between a health maintenance organization (HMO), participating provider option (PPO) or a High Deductible PPO/HSA plan.

2. Dental

The Board of Education shall contribute an amount equal to 80% percent of the premium cost for an individual or family plan. Employees may choose between a dental HMO program, dental PPO program, or a dental Indemnity program.

3. Vision

The Board of Education shall contribute an amount equal to 80% percent of the premium cost for an individual or family plan.

## EMPLOYEE ASSISTANCE PROGRAM

The District uses Perspectives to provide all District employees and their families' confidential free assessments and unlimited short term counseling sessions. Counseling services will be provided at no cost for family, marital, stress, emotional problems, psychological disturbances, legal and financial difficulties, and chemical dependency.

Perspectives 24-hour number is (800)456-6327.

## LIFE INSURANCE

1. Basic Group Life Insurance

Employees are covered for a term life insurance benefit equal to annual salary up to a maximum of $150,000. Premiums are paid by the Board.

2. Personal Accidental Death & Dismemberment Coverage

When enrolling for Basic Life Insurance coverage, employees are automatically enrolled for Personal Accidental Death and Dismemberment (PAD&D) coverage. PAD&D is available for employees only in an amount equal to their Basic Life coverage. Premiums are paid by the Board.

3. Optional Life Insurance

Employees may obtain between $10,000 and $500,000 of additional life insurance for him/herself, available through payroll deduction, in $10,000 increments. Premiums are paid by the employee.

4. Dependent Coverage – Life Insurance

Employees may obtain life insurance coverage for their spouse in $5,000 increments, with a minimum benefit of $5,000 and a maximum of $250,000. Life insurance coverage is also available in the amount of $10,000, $5,000 or $1,000, for employee's dependent children age 6 months to 26 years. Premiums are paid by the employee

5. Voluntary Accidental Death and Dismemberment Coverage

Employees can receive Voluntary Accidental Death and Dismemberment (VAD&D) coverage when they have purchased optional life insurance coverage. VAD&D is available in multiples of 1 to 10x salary up to a maximum of the lesser of 10x salary or $500,000. Premiums are paid by the employee.

## DISABILITY INSURANCE

The long-term disability plan provides financial protection for an employee by paying a portion of their income while they are disabled. The amount received is based on the amount earned before the disability began. The Board pays 100 percent of the cost for this coverage.

## FLEXIBLE SPENDING PLAN AND 403(b)/457 PLAN

All administrators shall be eligible to participate in a Section 125 Flex Plan and a Section 457 or 403(b) tax-sheltered annuity plan selected by the Board.

## HEALTH REIMBURSEMENT ACCOUNT

All administrators will receive a Health Reimbursement Arrangement (HRA) paid by the Board of Education in the amount of $300 annually.

## LIABILITY INSURANCE

All administrative employees shall be covered under the Board-approved liability insurance policy.

## FUNERAL LEAVE AS DISTRICT REPRESENTATIVE

Absence as representatives of the District or school at funerals of community leaders, staff members, retired staff members, parents of students, students, etc., shall be allowable as time off with pay when this absence has prior approval by the Superintendent or designee.

## VACATION

Administrators shall receive 25 vacation days per year. Administrators will receive 13 days at the start of their contract and will then accrue one (1) day per month for the duration of their 12-month contract. Administrators may only carry over a maximum of 10 days into the following year. If an administrator is hired after the start of the year, vacation days will be prorated. Should an administrator's employment end before the start of the academic school year the 13-day annual allotment will be forfeited

## SICK LEAVE

On July 1 of each year, administrators are awarded 12 sick days. If an administrator is hired after the start of the year, sick days would be prorated to reflect one day of sick leave for each month remaining in the contract year (as previously defined).

Unused sick leave may accumulate to an unlimited number of days. Upon retirement/separation of employment, unused accumulated sick days will be reported TRS or IMRF for service credit. Sick leave shall be interpreted to mean personal illness, quarantine at home, illness in the immediate family or household. The immediate family for purposes of this section shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal dependent.

Administrators may use up to 3 sick leave days per incident for leave connected with the death of a member of their immediate family as defined above. The Superintendent or designee may extend such time to allow for special circumstances.

## SICK LEAVE BANK

A sick leave bank has been established for the participation of all certified staff. After an initial contribution, no further donations will be requested from members until the Sick Leave Bank has been depleted to 200 or fewer days. Upon their initial date of hire, each administrator will be required to contribute one day to the Sick Leave Bank.

Any participating member who has had an illness of at least ten consecutive days and has exhausted his or her accumulated sick leave and who has also used two uncompensated sick days will be eligible to apply to the Sick Leave Bank Committee for additional days. Sick days from the bank shall be remunerated at 100% of the employee's scheduled salary. Members are eligible for a number of days from the Sick Leave Bank equal to the highest number of sick days the individual has accumulated but no less than ten days for a first-year member, 15 days for a second-year member, and 20 days for members who are in their third year of employment and beyond. The number of days granted to any member shall not exceed 185 days. Members shall not have to pay back the number of days granted by the Committee.

Note:

1. Further clarifications and explanations are included in the LEAD 300 contract.

## PERSONAL DAYS

Two personal days per year are available for taking care of personal and/or family business that cannot be taken care of other than during school time.

Administrators receive their personal days on July 1. These days accumulate as sick leave if unused.

## FLEX DAYS

Administrators employed 220 days may receive up to 4 flex days in recognition of numerous evening and weekend supervision commitments throughout the school year. Permission must be secured from the administrator's immediate supervisor when using these days. The flex days are non- cumulative and cannot be used before the start of the academic school year. Should an administrator's employment end before the beginning of the academic school year, all flex days will be forfeited.

## RELIGIOUS HOLIDAYS

Those employees who wish to observe major religious holidays of their faith, two release days may be granted per school year. Any days requested beyond the two shall be granted but will be considered benefit days. Such requests shall be in writing and approved in advance by the Superintendent.

## JURY DUTY

The District complies with the Illinois School Code of Illinois Section 10-20.7 and provides further that there shall be no loss in salary or benefits due to jury duty.

## RETIREMENT

Certified Administrators eligible for regular retirement will follow the same parameters as agreed to in the negotiated contract between the Board of Education and LEAD 300 Certified Members.

Non-Certifed Aministrators who retire from the District through IMRF after completing at least ten (10) years of continuous service shall receive separation pay equal to the per diem rate of the member for unused sick leave up to eighty (80) days. Payment shall be made in the second full calendar month following the month in which the employee retires from the District through IMRF, less any applicable deductions required by law.

## MOVING EXPENSES

Effective July 1, 2015, any Administrator may receive home moving expenses up to $4,500, based on estimates received if they reside outside the District and move into the District during their first year of employment as an administrator in D300. During their first year (consisting of a 12 month calendar year from their date of hire), an administrator must submit a letter of intent to the superintendent informing him/her of their scheduled moving date should it fall outside of the 12-month timeframe. Such requests shall be in writing and approved in advance by the Superintendent.

An employee will provide two (2) written moving expense estimates detailing the cost of moving by a professional mover. The employee must complete a reimbursement form, include the original receipts and submit to Human Resources for approval. The employee may select a one-time cash payment or may choose to have the District pay the mover directly. Reimbursed moving expenses are subject to income and employment taxes as per IRS regulations
If the employee resigns from the District as an employee before completing 36 months of service, such moving reimbursement shall be refunded to the District.

## TRAVEL REIMBURSEMENT

Monthly mileage reimbursement for travel will be provided for the following positions per month or at the published IRS rate if submitting documentation approved by a supervisor.

| Level | Amount | Level | Amount |
|---|---|---|---|
| Positions at Level AA and A | $200 | Coordinators Level G | $100 |
| Assistant Sup Level B | $200 | Athletic Directors Level F | $100 |
| Directors at Level C, D, E and G | $200 | Associate Principals Level E | $50 |
| Principals at Level B, C, D and E | $100 | Assistant Principals Level G, I, J | $50 |
| Coord & Ed Serv Spec Level G | $100 | Other Positions at level H, I, J, K, and L | $50 |

## PROFESSIONAL ORGANIZATION MEMBERSHIPS/PUBLICATIONS

Pending yearly Title II funding ability and Superintendent approval, District 300 will purchase ASCD memberships for all building level administrators and all district-level instructional administrators using an institutional membership.

## CONFERENCE ATTENDANCE

Pending yearly Title II funding availability and Superintendent approval, a three-year, staggered national/regional conference attendance program will be established and published at the beginning of each school year. All national/regional conferences must be approved in advance by the Superintendent. Administrator's eligible for this benefit is limited to Principals and High School Associate Principals.

National/regional conference attendance is reserved for administrators who are not approved for any early or regular retirement incentive/bonus program.

Attendance costs are limited to $1,750 per year per eligible participant. Any additional expense above the set limit will be the responsibility of the individual attending the conference.

## TUITION REIMBURSEMENT

Per Administrative Procedure 5:100, Administrators enrolled in an accredited program are eligible for tuition reimbursement up to $300 per credit hour. The maximum number of courses submitted for reimbursement is limited to eight, three-hour courses per year. Maximum reimbursement is $7,200 per year, per individual. The IRS limits the amount of tuition that employers can reimburse employees tax-free to $5,250.

Participating administrators must sign a Qualified Education Expense Reimbursement Agreement with District 300 stating that should they, by choice, leave the District's employment during progress towards the graduate-level degree or before four years after earning the degree, the administrator will reimburse the District for the associated costs to this benefit.

Administrators who earn their doctoral degree through an approved and accredited university will receive an 8% increase to their base salary

Beginning July 1, 2016, administrators will only be eligible to receive the 8% increase to their base salary if the doctoral degree is completed through an approved and accredited university and is directly applicable to the administrator's daily function. Requests for consideration regarding the applicable nature of the doctoral degree shall be submitted in writing and approved in advance by the Superintendent. Only those employees hired before June 30, 2018 are eligible to receive the 8% increase to their base salary.

If the current degree is determined not to be applicable, the administrator may resubmit a request for review if/when they transition into a new administrative role where the doctoral degree may be applicable. Requests for consideration regarding the applicable nature of the doctoral degree shall be submitted in writing and approved in advance by the Superintendent.

Note:

1. This section does not apply to those administrators who have entered into a retirement contract

# APPENDIX – 2021-2022 SALARY SCHEDULE

| Level | AA | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Days* | 261 | 261 | 261 | 261 | 261 | 261 | 261 | 261 | 220 | 261 | 220 | 261 | 220 | 261 | 261 |
| 1 | $162,395 | $146,302 | $132,250 | $123,949 | $116,221 | $ 101,181 | $ 96,155 | $ 91,154 | $ 91,154 | $ 86,139 | $ 79,872 | $ 78,185 | $ 73,606 | $ 87,323 | $ 55,366 |
| 2 | $168,128 | $149,227 | $134,896 | $126,427 | $118,544 | $ 103,205 | $ 98,078 | $ 92,978 | $ 92,978 | $ 87,861 | $ 81,470 | $ 79,749 | $ 75,078 | $ 89,069 | $ 56,474 |
| 3 | $174,063 | $152,212 | $137,593 | $128,956 | $120,915 | $ 105,269 | $100,040 | $ 94,837 | $ 94,837 | $ 89,618 | $ 83,100 | $ 81,343 | $ 76,579 | $ 90,851 | $ 57,603 |
| 4 | $180,207 | $155,255 | $140,345 | $131,535 | $123,334 | $ 107,374 | $102,040 | $ 96,734 | $ 96,734 | $ 91,411 | $ 84,763 | $ 82,970 | $ 78,111 | $ 92,667 | $ 58,755 |
| 5 | $186,568 | $158,361 | $143,152 | $134,167 | $125,800 | $ 109,522 | $104,081 | $ 98,667 | $ 98,667 | $ 93,239 | $ 86,457 | $ 84,630 | $ 79,673 | $ 94,520 | $ 59,931 |
| 6 | $193,154 | $161,529 | $146,014 | $136,849 | $128,317 | $ 111,712 | $106,164 | $100,641 | $100,641 | $ 95,103 | $ 88,186 | $ 86,322 | $ 81,268 | $ 96,411 | $ 61,129 |
| 7 | $199,973 | $164,759 | $148,935 | $139,587 | $130,884 | $ 113,947 | $108,286 | $102,654 | $102,654 | $ 97,006 | $ 89,949 | $ 88,049 | $ 82,893 | $ 98,339 | $ 62,352 |
| 8 | $207,032 | $168,054 | $151,914 | $142,378 | $133,501 | $ 116,227 | $110,452 | $104,707 | $104,707 | $ 98,945 | $ 91,748 | $ 89,810 | $ 84,552 | $100,306 | $ 63,599 |
| 9 | $214,340 | $171,415 | $154,953 | $145,226 | $136,171 | $ 118,551 | $112,662 | $106,802 | $106,802 | $100,923 | $ 93,584 | $ 91,607 | $ 86,242 | $102,313 | $ 64,872 |
| 10 | $221,906 | $174,844 | $158,052 | $148,131 | $138,895 | $ 120,922 | $114,915 | $108,938 | $108,938 | $102,942 | $ 95,455 | $ 93,439 | $ 87,966 | $104,359 | $ 66,168 |
| 11 | $229,739 | $178,341 | $161,212 | $151,094 | $141,673 | $ 123,341 | $117,212 | $111,117 | $111,117 | $105,001 | $ 97,365 | $ 95,309 | $ 89,725 | $106,446 | $ 67,490 |
| 12 | $237,849 | $181,906 | $164,435 | $154,115 | $144,506 | $ 125,807 | $119,557 | $113,340 | $113,340 | $107,101 | $ 99,313 | $ 97,214 | $ 91,520 | $108,576 | $ 68,841 |
| 13 | $246,245 | $185,545 | $167,725 | $157,196 | $147,395 | $ 128,323 | $121,949 | $115,606 | $115,606 | $109,243 | $101,298 | $ 99,158 | $ 93,351 | $110,747 | $ 70,218 |
| 14 | $254,938 | $189,256 | $171,079 | $160,342 | $150,343 | $ 130,890 | $124,388 | $117,918 | $117,918 | $111,428 | $103,325 | $101,143 | $ 95,217 | $112,962 | $ 71,622 |
| 15 | $263,937 | $193,041 | $174,501 | $163,547 | $153,350 | $ 133,508 | $126,877 | $120,276 | $120,276 | $113,657 | $105,390 | $103,165 | $ 97,120 | $115,222 | $ 73,056 |
| 16 | $273,254 | $196,903 | $177,990 | $166,818 | $156,418 | $ 136,177 | $129,414 | $122,682 | $122,682 | $115,929 | $107,499 | $105,227 | $ 99,062 | $117,526 | $ 74,516 |
| 17 | $282,900 | $200,841 | $181,551 | $170,156 | $159,545 | $ 138,901 | $132,003 | $125,136 | $125,136 | $118,248 | $109,648 | $107,331 | $ 101,044 | $119,876 | $ 76,006 |
| 18 | $292,886 | $204,857 | $185,181 | $173,558 | $162,736 | $ 141,679 | $134,642 | $127,638 | $127,638 | $120,613 | $111,842 | $109,478 | $ 103,064 | $122,274 | $ 77,527 |
| 19 | $303,225 | $208,955 | $188,885 | $177,029 | $165,990 | $ 144,513 | $137,336 | $130,191 | $130,191 | $123,025 | $114,079 | $111,667 | $ 105,126 | $124,720 | $ 79,077 |
| 20 | $313,929 | $213,135 | $192,662 | $180,570 | $169,310 | $ 147,401 | $140,082 | $132,793 | $132,793 | $125,484 | $116,360 | $113,901 | $ 107,229 | $127,215 | $ 80,659 |

| LEVEL | POSITION |
|---|---|
| AA | DEPUTY SUPERINTENDENT |
| A | CHIEF (ACADEMIC OFFICER, of SCHOOLS, FINANCIAL OFFICER/CSBO, ~~OPERATING OFFICER/CSBO~~, LEGAL COUNSEL) |
| B | ASSISTANT SUPERINTENDENT (EDUCATION SERVICES, CURRICULUM & INSTRUCTION, ELEMENTARY, SECONDARY, TITLE I, HUMAN RESOURCES, DIGITAL LEARNING & INNOVATION), PRINCIPAL (HIGH SCHOOL) |
| C | PRINCIPAL (K-8), EXECUTIVE DIRECTOR (~~HUMAN RESOURCES~~, TECHNOLOGY & OPERATIONS, FACILITIES, EC & COLLEGE PROGRAMS) |
| D | DIRECTOR I (ASSESSMENT/ACCOUNTABILITY, EARLY CHILDHOOD, ~~DIGITAL LEARNING & INNOVATION~~, LITERACY, MATHEMATICS, ~~K-12 SOCIAL & EMOTIONAL LEARNING,~~ PROFESSIONAL DEVELOPMENT, SCIENCE, SOCIAL SCIENCES & AVID, ~~FINANCE/CSBO~~, EDUCATION SERVICES; ~~TITLE I, ELL~~ ELL & WORLD LANGUAGES, EMPLOYEE & LABOR RELATIONS, DIVERSITY EQUITY & INCLUSION, ACADEMIC MTSS, CTE/PATHWAYS/COLLEGE PROGRAMS), PRINCIPAL (MIDDLE SCHOOL), CHIEF of COMMUNICATIONS |
| E | PRINCIPAL (ALT ED, ELEMENTARY, EARLY CHILDHOOD) ASSOCIATE PRINCIPAL (HIGH SCHOOL), DIRECTOR II (PE/HEALTH/DRIVERS ED/SEL, RESEARCH & ANALYTICS) |
| F | ATHLETIC DIRECTOR (HIGH SCHOOL) |
| G | ASSISTANT PRINCIPAL (HIGH SCHOOL), COORDINATOR II (FINE & PERFORMING ARTS, ~~ASSESSMENT~~, EDUCATION SERVICES, ALT & SUPP PROGRAMING, ~~RTI/PBIS~~, SCHOOL HEALTH SERVICES, ~~TITLE I & ELL~~, CTE/PATHWAYS, STUDENT SERVICES , K-12 SOCIAL & EMOTIONAL LEARNING), SPECIALIST (EDUCATION SERVICES), DIRECTOR III (COMMUNICATION SERVICES, SCHOOL SAFETY, TECHNOLOGY, TRANSPORTATION, PURCHASING, FEDERAL PROGRAMS) |
| H | DIVISION HEAD (HIGH SCHOOL) |
| I | ASSISTANT PRINCIPAL (MIDDLE SCHOOL) FACILITY MANAGER ~~261/260 DAY CONTRACT~~ |
| J | ASSISTANT PRINCIPAL (ELEMENTARY), 220 DAY CONTRACT |
| K | ASSISTANT PRINCIPAL (EARLY CHILDHOOD) 261/260 DAY CONTRACT |
| L | DEAN (HIGH SCHOOL/MIDDLE SCHOOL) 220 DAY CONTRACT |
| M | MANAGER (CONSTRUCTION, HUMAN RESOURCES) |
| ~~N~~ | ~~INTERNAL AUDITOR~~ |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Eberto Mora
Executive Director of Human Resources

| | |
|---|---|
| **Presented at the following Board Meetings** | |
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **2021-2022 Non-Union Group Handbook**

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**Background**

The attached document reflects the FT 2021-2022 proposed salary and benefits for our non-union employee group. These employees are not covered by any other union contract; now, they are considered District administrators or supervisors. A significant number of employees in this group are part of our technology department. As part of the compensation package, we are recommending adding 1.25% to the salary schedule. This amount plays the step of 2.25% equates to a 3.5% salary increase.

In the red-lined contract, we have highlighted a minor change: Callbacks for hourly NUG Employees (Technology)

**Recommendation**

The Administration recommends that the Board accept the Non-Union Group Staff compensation and Benefits as presented.

# COMMUNITY UNIT SCHOOL DISTRICT 300

## NON-UNION GROUP
(IMRF Participants)

## STAFF COMPENSATION

## &

## BENEFITS

## July 1, 2020~~1~~1– June 30, 2021~~2~~2

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# ARTICLE I: WORKING CONDITIONS

## 1.1 Workweek Definition

In accordance with the Fair Labor Standards Act, the workweek shall consist of forty (40) hours. The workweek begins on Sunday at 12:00 a.m. and ends the following Saturday at 11:59 p.m. Work beyond forty hours in a workweek will be compensated according to applicable laws and District Policy.

## 1.2 Work Day

The starting and ending time for all employees will be established per the operational requirements of the applicable building, department, or division.

All requests for time off will be confirmed with the respective supervisor as far in advance as possible.

The District is to make an effort to notify employees of mandated schedule changes (i.e., summer hours), by March 1st.

Ten-month non-union support staff will work all declared student attendance days per the school calendar in addition to all teacher professional development days. With supervisor approval, the ten-month non-union employee may work two additional days following the last student attendance day. Shall a student attendance day be canceled, employees will work the scheduled make-up dates per the school calendar.

## 1.3 Reporting to Work

Employees are expected to report to work on time and under the direction of their supervisor. It is the responsibility of the employee who is unable to report for work to notify their supervisor in accordance with District or departmental rules and enter their absence into the district attendance system.

## 1.4 Breaks and Lunch

Employees who work at least 5.0 continuous hours are to take a thirty-minute unpaid meal period no later than 5 hours after the start of their shift. Meal periods longer than 30 minutes need to be approved by a supervisor.

Employees shall be allowed a fifteen-minute break for every four hours worked. Breaks are inclusive of an employee's workday. Supervisors are responsible for establishing break and lunch schedules for employees. Breaks and lunches shall not be combined or "stacked" in order for an employee to leave work before the workday ends. An employee who feels the aforementioned procedure is not being followed needs to address the issue with their supervisor and/or Human Resources.

## 1.5 Unapproved Absences

Employees who do not report to work and do not have available approved leave day(s) may be subject to discipline.

## 1.6 Overtime, Compensatory, and Flextime (Hourly Employees)

A. Overtime pay will be calculated against time worked (plus holiday hours) over forty, within the defined workweek, following the Fair Labor Standards Act.

B. Employees may receive compensatory time in lieu of overtime. All compensatory time must be approved in advance by an employee's supervisor. Compensatory time will be calculated following the Fair Labor Standards Act against hours worked over forty within the defined workweek. Compensatory hours earned but not used within the two weeks after they are earned will be converted to hourly pay.

C. Flextime allows employees of the unit to vary their regular assigned work schedule, while still requiring employees to work their prescribed number of hours as defined in Section 1.2 of this Agreement.

D. Employees are permitted to use flex time if it is mutually agreed to by the employee and his/her direct supervisor in advance of the requested time off. The employee is required to submit all flex time requests to his/her immediate supervisor. The use of flex time shall be limited to no more than two hours per week. The hours taken as flex time must be accounted for or made up within the same workweek in which the flex time was taken.

E. Employees may be called back due to a system or network outage. If an employee can solve the issue remotely, he or she will be paid one hour minimum. If the call requires more than one hour, additional hours shall be compensated. If the issue cannot be resolved remotely, the employee will be required to report to the worksite and he or she shall be paid at a minimum of two hours. If the call requires more than two hours, additional hours shall be compensated.

## 1.7 Travel Reimbursement

An employee who uses his/her own personal automobile when on school business as approved by the immediate supervisor shall be reimbursed by the Board of Education at a rate equivalent to the IRS mileage.

## 1.8 Probationary Period

New employees in the non-union support staff group will be hired on a probationary period for one calendar year. If a new employee does not successfully complete their probationary period, the immediate supervisor will inform the employee in writing before the completion of the one calendar year period. A copy of this written record will be submitted to the Director of Human Resources before the expiration of the one calendar year period.

## 1.9 10 Month Employees

Ten Month Employees will work each date when students are in physical attendance and all professional development days as identified in the corresponding approved school calendar

## ARTICLE II: EMERGENCY CLOSINGS

### 2.1 Emergency Closings

All twelve-month employees working in the non-union support staff group are expected to report for work when school is canceled due to an “act of nature” such as a “snow-day,” power outage, flood, etc. Any employee who does not report for work will be required to utilize benefit time. A sick day may be used in the event the employee does not have any vacation or personal time available. If the employee has no benefit time to claim, the member will be docked for the time missed with no recourse. With supervisor approval, the employee may work from an alternate District location.

## ARTICLE III: LEAVES OF ABSENCE & TIME OFF

### 3.1 Usage

A. Hourly staff may use benefit time in increments of fifteen minutes.
B. Exempt staff are to record full-day absences when absent the entire day.

### 3.2 Sick Time

A. Employees assigned to positions who work year-round shall accrue sick time as follows:

   1. Employees will accrue sick days at a rate of (one) 1 day per month of employment.

   2. Unused sick leave may accumulate to an unlimited number of days per Board agreement.

   3. Any employee absent for three (3) consecutive working days or more may be required to submit a medical report of illness to his/her supervisor.

   4. Any employee, who has been hospitalized, shall present medical clearance, signed by his/her physician, before returning to work.

B. Employees assigned to positions working less than full-time, year-round, who participate in IMRF, will accrue ten sick days per year (as per requirements of the Illinois School Code and IMRF). To calculate the number of hours in a day, the average of the scheduled workweek of the employee shall be the equivalent of one day.

## 3.3 Sick Leave Bank

A Sick Leave Bank has been established for the participation of all non-union support staff who is not an employee of a bargaining unit. After an initial contribution of one day (following one year of service), no further donations will be requested from employees until the Sick Leave Bank has been depleted to 100 or fewer days. At that time, each employee will be required to contribute a day to the Sick Leave Bank. The Board will match sick day donations each time an employee is required to donate a day.

Any participating employee who has completed one year of service, has donated a day, who has had an illness of at least ten consecutive days, has exhausted his or her accumulated sick leave and his/her accrued vacation days, and has also used two (2) uncompensated sick days will be eligible to apply to the Sick Leave Bank for additional days. Sick days from the bank shall be remunerated at 100% of the employee's scheduled salary for the first 30 days. Employees are eligible for a number of days from the Sick Leave Bank equal to the highest number of days the individual has accumulated, per occurrence, maximum of 30 days but no less than 12 days. The number of days granted to any employee shall not exceed 30 days per 12-month period. Employees shall not have to pay back the number of days granted by the committee. See guidelines on the application process for IMRF Disability information.

Employees may keep personal time in the event of need upon return.

Persons with an injury/illness that is eligible for workers' compensation will not be eligible for Sick Leave Bank days.

## 3.4 Personal Time

Upon completion of the probationary period, the District shall advance two (2) personal days to each employee. If an employee works less than full-time, year-round, personal days shall be pro-rated. Unused days will roll over into sick days at the end of each fiscal year.

## 3.5 Jury Duty

Employees shall be excused from his/her regularly assigned duties for jury duty. He/she shall be paid full compensation for attendance. The employee shall submit to the school district any jury duty stipend (less mileage, meals, and parking expenses). Employees must provide written documentation to the District to support the leave.

## 3.6 Vacation Days

Only employees in positions assigned to work year-round shall be granted vacation time. Vacation time is accrued, not awarded.

The following schedule will be used for paid vacation allowance:

| Employment Service | Vacation |
|---|---|
| Zero to 5 years | 10 days |
| 6 years to 13 years | 15 days |
| 14 years to 20 years | 20 days |

Twenty-one (21) years to twenty-five (25) add one (1) additional vacation day per year for a maximum of twenty-five (25) days or five (5) weeks of vacation accrual at 25 years of employment.

The maximum amount of vacation time an employee can accrue in their vacation bank shall be limited to fifteen (15) days more than their annual vacation accrual rate outlined in this Agreement, never to exceed 35 days.

## 3.7 Religious Holidays

For those individuals who wish to observe major religious holidays of their faith, two release days (unpaid if no benefit time) may be granted per fiscal year. Such requests shall be in writing at least 10-days advance notice and approved in advance by the employee's supervisor.

## 3.8 Holidays

A. Employees who are regularly scheduled to work year-round will be paid for, Monday through Friday, but will not be required to work on these holidays when they fall on a Monday through Friday:

| | |
|---|---|
| New Year's Eve Day* | Columbus Day |
| New Year's Day* | Day before Thanksgiving |
| Martin Luther King, Jr. Birthday | Thanksgiving Day |
| President's Day | Day after Thanksgiving |
| Memorial Day | Christmas Eve* |
| Independence Day* | Christmas Day* |
| Labor Day | Friday before Easter |

B. Employees who are regularly scheduled to work year-round, but on a part-time basis, will be paid their daily rule for holidays that fall on their scheduled workday.

| | |
|---|---|
| New Year's Eve Day* | Columbus Day |
| New Year's Day* | Day before Thanksgiving |
| Martin Luther King, Jr. Birthday | Thanksgiving Day |
| President's Day | Day after Thanksgiving |
| Labor Day | Christmas Eve* |
| Friday Before Easter | Christmas Day* |

*If these days fall on a Saturday or Sunday, the preceding Friday or following Monday will be declared the holiday by the administration. The Board of Education may declare additional holidays.

### 3.9 Bereavement Leave

Each employee shall be given two (2) days bereavement leave with pay for a death in the immediate family, per fiscal year. The immediate family will be defined as husband, wife or child (including in-laws), or parent (including in-laws), siblings (including in-laws), grandparents, uncle or aunt of the employee. The above will be interpreted to mean two (2) days at a time or a total of two (2) bereavement days per fiscal year. If additional days are required, the employee may request to use sick, personal, or vacation or days. Upon return, employees must provide written documentation to the District to support the request for bereavement leave.

### 3.10 Family and Medical Leave Act (FMLA)

Employees will be afforded FMLA leave pursuant to the District's FMLA policy (See Board of Education Policy). Available paid vacation, personal, or sick leave will be used concurrently with a family and medical leave.

## ARTICLE IV: INSURANCE BENEFITS

### 4.1 Health, Dental and Vision Coverage

The parties agree that employees shall pay the same percentage of the cost of health, dental, and vision benefits offered by the district as employees represented by LEAD. Part-time employees shall have the benefits pro-rated.

### 4.2 Life Insurance

The district shall provide each employee of the bargaining unit, who is scheduled to work thirty (30) hours or more per week, with a $50,000 term life insurance policy.

### 4.3 Health Reimbursement Arrangement (HRA) Contribution

Each full-time, twelve-month employee shall receive an annual HRA contribution in the amount of $250.00. The employee must be active at the time of processing, deposited by August 1st, of each fiscal year.

## 4.4 Employee Assistance Program (EAP)

An Employee Assistance Service is available to all employees and employees of their families to provide professional help for personal problems. Through the agency's provider, any employee or family member can receive immediate and confidential support. Information regarding the Employee Assistance Program is available in Human Resources.

# ARTICLE V: PROFESSIONAL GROWTH

## 5.1 Performance Reviews

To be completed during the probationary period at ninety calendar days, six months, and the one-year anniversary from the start date. Following the completion of the probationary period, employees are to be evaluated at least every other year.

## 5.2 Tuition Reimbursement

District 300 shall reimburse an employee of the group the cost of job-related courses, when pre-approved, up to $1000 per fiscal year (for classes started July 1st through June 30th of the fiscal year). Coursework will only be considered for approval if via an accredited college, first approved by the department head to then be presented to the Professional Development Office for final approval. The coursework must be taken during non-work hours.

Participating employees must sign an agreement with District 300 stating that should he/she, by choice, leave the District's employment during the progress of the coursework or before one year after completing the coursework, the employee will reimburse the District for the associated costs to this benefit. Reimbursement will be processed for completed coursework with a minimum grade of B or "Pass.

# ARTICLE VI: COMPENSATION

## 6.1 Pay Procedures

Employees will be paid bi-weekly. All employees are encouraged to enroll in the direct deposit of their paychecks.

All employees will have the option to receive their W-2 forms electronically.

## 6.2 Salary - Increases

Individuals newly hired between January 1st and June 30th are not eligible for the annual pay increase on July 1st. However, their pay will be increased, if necessary, to ensure that they receive the minimum pay for the appropriate pay grade and step.

## 6.3 Salary - Starting

When hiring new employees or rehiring employees, the Human Resources Department and the hiring supervisor are to determine the employee's starting salary before making a salary offer. The determination will be based on the individual's qualifications, including experience, subject to the following:

Internal Equity
If an employee is being hired into a department that has one or more employees in the same job title, the new or transferred in employee's starting salary will not exceed the current salary of any employee in the department with the same job title who has equivalent qualifications, including experience, and/or education.

## 6.4 Salary - Voluntary Reassignment

An employee who voluntarily vacates his/her present position and moves to an existing or new position at a lower grade. Pay would be reduced and should be within the pay range of the new job.

## 6.5 Salary - Promotions/Transfers

A one-grade promotion should be accompanied by a pay increase of an approximate 10%, and the promotion of two or more grades should be accompanied by an approximate pay increase of at least 15%. The employee will be placed on the nearest step to achieve the closest to the percentage with all exceptions approved by Human Resources.

## 6.6 Salary - Reassignment Due to Restructure

If an employee is moved to another job at a lower grade level due to a reorganization or position elimination, the employee's pay should not be reduced so long as the current pay does not exceed the maximum pay range for the new position.

## 6.7 Salary - Disciplinary Reassignment

If an employee is moved to another job at a lower grade level due to poor performance, the employee's pay will be reduced and will not exceed the pay range of the new position.

# ARTICLE VII: RETIREMENT

## 7.1 Illinois Municipal Retirement Fund (IMRF) Participation

Non-certified employees of District 300 are required to participate in IMRF if they work at least 600 hours per year. IMRF employee mandated contributions are tax-deferred. See the Illinois Municipal Retirement Fund Handbook for details.

## 7.2 Unused Sick Leave

Employees who retire from the District through IMRF after completing at least ten (10) years of continuous service shall receive separation pay equal to the per diem rate of the employee for unused sick leave up to eighty (80) days. Payment shall be made in the second full calendar month following the month in which the employee retires from the District through IMRF, less any applicable deductions required by law. The employee may divide or distribute these days; however, they choose between IMRF usage and separation pay. Under no circumstance may days be used for both purposes.

## 7.3 HRA Incentive

If a vested employee presents a letter of retirement with a six-month notice, an additional HRA deposit of $250 will be provided to the employee within thirty days of the employee's retirement date.

## APPENDIX 2020~~1~~-2021~~2~~ SALARY SCHEDULE

| NUG 21/22SY | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 | Step 10 | Step 11 | Step 12 | Step 13 | Step 14 | Step 15 | Step 16 | Step 17 | Step 18 | Step 19 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Grade 11 | $37,049 | $37,884 | $ 38,736 | $39,608 | $ 40,499 | $ 41,409 | $ 42,341 | $ 43,294 | $ 44,268 | $ 45,265 | $ 46,282 | $ 47,324 | $ 48,389 | $ 49,477 | $ 50,589 | $ 51,728 | $ 52,893 | $ 54,082 | $ 55,300 |
| Grade 12 | $41,853 | $42,793 | $ 43,756 | $44,740 | $ 45,747 | $ 46,776 | $ 47,830 | $ 48,905 | $ 50,005 | $ 51,130 | $ 52,280 | $ 53,457 | $ 54,660 | $ 55,889 | $ 57,146 | $ 58,432 | $ 59,746 | $ 61,091 | $ 62,465 |
| Grade 13 | $47,255 | $48,318 | $ 49,406 | $50,518 | $ 51,653 | $ 52,816 | $ 54,005 | $ 55,220 | $ 56,461 | $ 57,733 | $ 59,031 | $ 60,359 | $ 61,717 | $ 63,106 | $ 64,525 | $ 65,977 | $ 67,461 | $ 68,980 | $ 70,532 |
| Grade 14 | $53,344 | $54,545 | $ 55,772 | $57,027 | $ 58,311 | $ 59,623 | $ 60,965 | $ 62,337 | $ 63,739 | $ 65,173 | $ 66,639 | $ 68,139 | $ 69,672 | $ 71,239 | $ 72,842 | $ 74,482 | $ 76,157 | $ 77,870 | $ 79,622 |
| Grade 14A | $60,012 | $61,363 | $ 62,744 | $64,156 | $ 65,599 | $ 67,076 | $ 68,584 | $ 70,128 | $ 71,705 | $ 73,319 | $ 74,969 | $ 76,656 | $ 78,381 | $ 80,144 | $ 81,947 | $ 83,790 | $ 85,676 | $ 87,604 | $ 89,574 |
| Grade 15 | $60,549 | $61,911 | $ 63,304 | $64,728 | $ 66,185 | $ 67,674 | $ 69,197 | $ 70,753 | $ 72,344 | $ 73,972 | $ 75,637 | $ 77,338 | $ 79,078 | $ 80,857 | $ 82,677 | $ 84,537 | $ 86,438 | $ 88,382 | $ 90,372 |
| Grade 16 | $69,381 | $70,943 | $ 72,539 | $74,170 | $ 75,839 | $ 77,546 | $ 79,291 | $ 81,075 | $ 82,900 | $ 84,765 | $ 86,672 | $ 88,622 | $ 90,616 | $ 92,655 | $ 94,740 | $ 96,870 | $ 99,051 | $101,280 | $103,558 |
| Grade 17 | $79,844 | $81,641 | $ 83,478 | $85,358 | $ 87,277 | $ 89,242 | $ 91,249 | $ 93,302 | $ 95,401 | $ 97,546 | $ 99,741 | $101,984 | $104,278 | $106,625 | $109,024 | $111,477 | $113,986 | $116,550 | $119,172 |
| Grade 18 | $92,280 | $94,355 | $ 96,478 | $98,649 | $100,869 | $103,138 | $105,459 | $107,831 | $110,257 | $112,737 | $115,274 | $117,868 | $120,520 | $123,231 | $126,003 | $128,840 | $131,738 | $134,702 | $137,732 |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Jennifer Porter

| | |
|---|---|
| **Presented at the following Board Meetings** | |
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Approval of Resolution Designate Bank Depositories and Investments**

---

**Background**

Per Board Policy 4:30, the Board is to annually review and approve the list of authorized depositories for the school district funds annually. We are recommending no changes to the FY 2021-2022 list.

**Recommendation**

The Administration recommends that the Board approve the Resolution to Designate Banks of Depository for School Funds as presented.

**COMMUNITY UNIT SCHOOL DISTRICT 300**
**RESOLUTION TO DESIGNATE BANK DEPOSITORIES AND INVESTMENT MANAGER FOR SCHOOL DISTRICT FUNDS**

WHEREAS, Section 4:30 of the Community Unit School District 300 Board of Education Policy states that the Board of Education will annually designate the banks of depository and investment manager for school funds,

NOW, THEREFORE, BE IT HEREBY RESOLVED that during the 2021-2022 fiscal year,

the PMA Financial Network, Inc.
27545 Diehl Road, Suite 100
Warrenville, IL 60555

US Bank.
111 E Wacker Drive Suite 3000
Chicago, IL 60601

ISDLAF
27545 Diehl Road, Suite 100
Warrenville, IL 60555

Harris Bank
PO Box 755
Chicago, IL 60609

Amalgamated Bank of Chicago
One West Monroe Street
Chicago, IL 60603

be designated as banks of depository or investment managers for the school district funds.

A motion was made by _____, and seconded by_____, that the foregoing resolution is adopted. Upon this motion being put to a vote, the members of Community Unit School District 300 voted as follows:

AYES:

NAYS:

ABSENT:

ADOPTED this_____day of June 2021.

Board of Education
Community Unit School District 300
County of Kane, McHenry, Cook and DeKalb Counties
Illinois

By: _____ Attested: _____

President, Board of Education Board Secretary

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**Date:** June 3, 2021

**To:** Fred Heid
Superintendent

**From:** Jennifer Porter
Director of Finance

| | Presented at the following Board Meetings –Public Hearing On: 6/22/2021 | |
|---|---|---|
| | **Construction/Facility** | |
| X | **Finance** | 06/08/2021 |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 06/08/2021 |
| X | **BOE 2nd Reading** | 06/22/2021 |

**Subject:** Interfund Transfers Resolutions
1. From Education Fund to Operations & Maintenance Funds
2. From Operations Fund to Capital Funds

---

**Background**

Section 105 ILCS 5/17-2A of the School Code authorizes school districts, by proper resolution and following a public hearing, to permanently transfer monies from and between its three primary operating funds (Educational Fund, Operations and Maintenance Fund, and Transportation Fund) for non-recurring expenses. Transfers from the Education Fund to the Capital Project Fund need to occur through a sequence of transfers, first to the Operations and Maintenance Fund and then from the Operations and Maintenance Fund to the Capital Projects Fund. Fund balance transfers from the Operations and Maintenance Fund to Capital Projects Fund may be permanently transferred by proper resolution.

The Capital Projects Fund is used exclusively for ongoing construction and site improvement projects. The Illinois State Board of Education established accounting guidelines requiring school districts to utilize the Capital Projects fund exclusively for earmarked construction-related projects. This system was established to separate and distinguish designated construction project costs from normal operations costs.

As was discussed for the funding of the new elementary school, we are recommending a $15 million fund transfer option to fund half of the construction costs. In addition, we are recommending a transfer of $4 million related to the excess foodservice revenue that will be targeted for capital improvements to the foodservice programs. These funds can only be used for food service expenditures, and we would recommend using a portion of the funds to update the Dundee-Crown kitchen and serving line renovations. The remaining funds would be used once future projects have been identified.

In total, we are recommending a $19 million transfer from the Education Fund to the Operations & Maintenance Fund and a transfer from the Operations and Maintenance Fund to the Capital Projects Fund. The transfer of the Education fund balance would not adversely affect the instructional and operational program we currently support. To complete these transfers, the Board must approve two resolutions. However, these transfers still allow the District to comply with its Fund Balance Policy. In addition, the Board will be required to hold a public hearing to transfer the funds from the Education Fund to the

Operations & Maintenance Fund.

**Recommendation**

The administration recommends that the Board hold a hearing and adopt the resolution to transfer $19,000,000 from the Education Fund to the Operations Fund. The administration also recommends that the Board adopt the resolution to transfer $19,000,000 from the Operations & Maintenance Fund to the Capital Projects Fund. This transfer does not require a public hearing. As indicated above, these funds will be used to fund Food Service capital improvements and the construction of the new elementary.

**RESOLUTION AUTHORIZING INTERFUND TRANSFERS FROM THE OPERATIONS AND MAINTENANCE TO THE CAPITAL PROJECTS FUND**

**WHEREAS,** pursuant to Sections 2-3, 2-3.27, and 2-3.28 of the *School Code,* the Illinois State Board of Education ("ISBE") has the power and duty to formulate and approve forms, procedures, and regulations for school district accounts and budgets; and

**WHEREAS,** ISBE Regulation Section 100.40(a), effective as of FY 2009, requires the establishment of a Capital Projects Fund to replace the fund formerly known as the Site and Construction Fund; and

**WHEREAS,** the Board of Education ("Board") of Community Unit School District 300, Kane, McHenry, Cook, and DeKalb Counties, Illinois ("School District"), has previously established a Capital Projects Fund in compliance with these regulations; and

**WHEREAS,** in addition to expenditures that were in previous fiscal years properly made out of the Site and Construction Fund, ISBE Regulation Section 100.50(d)(2) provides that when revenues or other sources of funds are pledged to pay for a capital project or acquisition, the moneys shall be transferred for accounting purposes into the Capital Projects Fund and expended from that Fund, except in case of acquisition of any equipment that must be financed from the transportation fund pursuant to Section 17-8 of the *School Code;* and

**NOW, THEREFORE,** it is hereby resolved by the Board of Education of Community Unit School District 300, Kane, McHenry, Cook, and Kane Counties, Illinois that:

**Section 1.** The accounting transfer of revenues and other sources of funds into the Capital Projects Fund by the Treasurer is hereby approved for the following funds, which are pledged for the projects described on Exhibit A:

| Amount | Transfer From | Transfer To |
|---|---|---|
| $19,000,000 | Operations and Maintenance | Capital Funds |

**Section 2.** Accounting transfers of revenues and other sources of funds into the Capital Projects Fund and Debt Service Fund by the Treasurer are hereby approved when and as necessary to comply with Sections 100.50(d)(1) and 100.50(d)(2) of the ISBE regulations, as long as such transfers are included in the School District's annual budget.

**Section 3.** All such accounting transfers shall be reflected in School District financial reports in accordance with ISBE regulations.

**Section 4.** All expenditures from School District funds shall continue to be approved by the Board in accordance with law and Board Policy.

**Section 5.** All inter-fund transfers expressly authorized by statute shall continue to be approved by the Board as provided in the applicable statute.

**Section 6.** The Treasurer is directed to implement this Resolution.

**Section** 7. This Resolution shall be in full force and effective June 22, 2021, immediately upon its adoption.

ADOPTED this 22nd day of June, 2021 by the following roll call vote:

AYE:

NAY:

ABSENT:

Attest:

Secretary
Board of Education Community School
District 300

Signature:

Board President
Board of Education Community School
District 300

**EXHIBIT A**
**TO**

**RESOLUTION AUTHORIZING TRANSFER TO**
**CAPITAL PROJECTS AND DEBT SERVICE FUNDS**

| Transfer From | Transfer To | Amount | Pledged For |
|---|---|---|---|
| Operations and Maintenance | Capital Projects | $19,000,000 | Construction Projects |

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**Date:** June 3, 2021

**To:** Fred Heid
Superintendent

**From:** Jennifer Porter
Director of Finance

| | Presented at the following Board Meetings –Public Hearing On: 6/22/2021 | |
|---|---|---|
| | **Construction/Facility** | |
| X | **Finance** | 06/08/2021 |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 06/08/2021 |
| X | **BOE 2nd Reading** | 06/22/2021 |

**Subject:** Interfund Transfers Resolutions
1. From Education Fund to Operations & Maintenance Funds
2. From Operations Fund to Capital Funds

---

**Background**

Section 105 ILCS 5/17-2A of the School Code authorizes school districts, by proper resolution and following a public hearing, to permanently transfer monies from and between its three primary operating funds (Educational Fund, Operations and Maintenance Fund, and Transportation Fund) for non-recurring expenses. Transfers from the Education Fund to the Capital Project Fund need to occur through a sequence of transfers, first to the Operations and Maintenance Fund and then from the Operations and Maintenance Fund to the Capital Projects Fund. Fund balance transfers from the Operations and Maintenance Fund to Capital Projects Fund may be permanently transferred by proper resolution.

The Capital Projects Fund is used exclusively for ongoing construction and site improvement projects. The Illinois State Board of Education established accounting guidelines requiring school districts to utilize the Capital Projects fund exclusively for earmarked construction-related projects. This system was established to separate and distinguish designated construction project costs from normal operations costs.

As was discussed for the funding of the new elementary school, we are recommending a $15 million fund transfer option to fund half of the construction costs. In addition, we are recommending a transfer of $4 million related to the excess foodservice revenue that will be targeted for capital improvements to the foodservice programs. These funds can only be used for food service expenditures, and we would recommend using a portion of the funds to update the Dundee-Crown kitchen and serving line renovations. The remaining funds would be used once future projects have been identified.

In total, we are recommending a $19 million transfer from the Education Fund to the Operations & Maintenance Fund and a transfer from the Operations and Maintenance Fund to the Capital Projects Fund. The transfer of the Education fund balance would not adversely affect the instructional and operational program we currently support. To complete these transfers, the Board must approve two resolutions. However, these transfers still allow the District to comply with its Fund Balance Policy. In addition, the Board will be required to hold a public hearing to transfer the funds from the Education Fund to the

Operations & Maintenance Fund.

**Recommendation**

The administration recommends that the Board hold a hearing and adopt the resolution to transfer $19,000,000 from the Education Fund to the Operations Fund. The administration also recommends that the Board adopt the resolution to transfer $19,000,000 from the Operations & Maintenance Fund to the Capital Projects Fund. This transfer does not require a public hearing. As indicated above, these funds will be used to fund Food Service capital improvements and the construction of the new elementary.

**RESOLUTION AUTHORIZING AN INTERFUND TRANSFER**
**FROM THE EDUCATION FUND**
**TO THE OPERATIONS AND MAINTENANCE FUND**

**WHEREAS,** pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the Board of Education ("Board") of the Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois ("School District"), by proper resolution, may authorize the Treasurer of the School District to make interfund transfers between the Education, Operations and Maintenance, and Transportation Funds, and from the Tort Immunity to the Operations and Maintenance Fund; and

**WHEREAS,** the adoption of such resolution must follow a public hearing set by the Board or Board President; and

**WHEREAS**, the public hearing was required to be preceded by at least one published notice occurring at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the School District, and a notice posted at least forty-eight (48) hours before the hearing, at the Central Office, 2550 Harnish Drive, Algonquin, IL 60102, with both notices setting forth the time, date, place and subject matter of the hearing.

**WHEREAS**, such hearing was held on June 22, 2021 at 6:30 p.m., at the Central Office, 2550 Harnish Drive, Algonquin, IL 60102, pursuant to the notice published on June 14, 2021, in the Daily Herald and the notice posted on June 18, 2021, on the District Webpage; and

**WHEREAS**, the Board has determined that it is in the best interests of the School District to transfer money currently in the Education Fund to the Operations and Maintenance Fund.

**NOW, THEREFORE**, it is hereby resolved by the Board of Education of Community Unit School District 300 as follows:

**Section 1.** The Board has determined that it is in the best interests of the School District to transfer the following amounts between the following funds:

| Amount | Transfer From | Transfer To |
|---|---|---|
| $19,000,000 | Education Fund | Operations and Maintenance Fund |

**Section 2**. The Treasurer is authorized to transfer said amount and record the transfer on the books of the School District.

**Section 3**. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 22nd day of June, 2021, by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Board of Education

ATTEST:

Secretary, Board of Education

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

DATE: June 3, 2021

TO: Fred Heid, Superintendent
Board of Education

FROM: Jennifer Porter
Director of Finance

RE: FY 2021-22 Education Plan Requests

| | Presented at the following Board Meetings: On: 6/8/2021 | |
|---|---|---|
| | **Construction/Facility** | |
| X | **Finance** | June 8, 2021 |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | June 8, 2021 |
| X | **BOE 2nd Reading** | June 22, 2021 |

---

**Background**

Attached for your review is the draft Education Plan / Budget Summary. During the superintendent's report, we will provide an overview of the FY 2020-21 financial projections, proposed budget requests for FY 2021-2022, and draft FY 2021-2022 education plan/budget summary inclusive of the budget requests. We will be asking for approval of those requests so we can begin posting the positions to ensure we have sufficient time to hire the appropriate personnel. Those positions include:

***Staffing: Maintain current staffing levels***

- Digital Learning Coaches - 3 FTE - ongoing expense - Support all buildings in digital learning
- Elementary Teacher on Special Assignment - 5 FTE - ongoing expense - Support all elementary buildings
- Director of Response to Intervention - 1 FTE - ongoing expense - Support for student interventions
- PowerSchool Learning Professional Development Stipends-1 year expense-Staff support for PowerSchool implementation

We will also provide an overview of how we will be using the first half, $4.5M of the $9.2M American Rescue Plan Funding (ESSER II) funding to support our at-risk students. Those positions and funding include:

***ESSER II Funding Allocations***

- Tutors - 44 FTE - Provide math/ELA support to Tier II elementary students
- Flex Teachers - 22 FTE - Provide math/ELA support to Tier II elementary students
- Interventionists- 10 FTE- Provide math/ELA support to Tier III middle school students
- Interventionists- 7 FTE- Provide math/ELA support to high school students
- Mental Health Social Workers- 3 FTE to support each high school
- SEL, Transition, Orientation & Academic support extra pay for each high school
- Other COVID supplies & PPE $497k- Provide supplies and needs related to the COVID-19 pandemic.

**Recommendation**

Administration recommends approving the budget requests as presented and authorize the administration to post and hire all positions requested

Community Unit School District 300




# FY 2021-2022
# Draft Education Plan / Budget Summary

Presented by Jennifer Porter, Director of Finance
At the June 8, 2021 Board of Education Committee Meeting
Updated June 22, 2021 Board of Education Meeting

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# EXECUTIVE SUMMARY

We hereby submit to you the FY 2021-2022 (FY22) tentative budget for Community Unit School District 300 (D300 or District). This budget has been developed over the past year with input from staff, administration, and board members.

D300 is committed to providing top-quality educational programs for its students, balanced with maintaining safe and secure buildings while efficiently running its operations. At the heart of the D300 budget process is the need to fulfill our mission to ensure all students are college or career ready upon graduation while maintaining a strong financial position.

As outlined in the Board Policy 4:10 – Fiscal and Business Management, "The budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the D300's educational programs." Once all of the projected expenditures are determined, D300 strives for a budget that will receive enough revenue to meet the needs of its educational program.

Per Board Policy 4:20 – Fund Balance, "the Board shall strive to maintain a cumulative fund balance equal to three months of working/operating expenses in the cash fund balance to meet all financial obligations of D300 on a timely basis". Operating funds for this purpose include Education, Transportation, Operations and Maintenance, Working Cash, IMRF/Social Security, and Tort Funds.

The formula for school district fund balances can be summarized as follows:

Prior Year Fund Balance + Revenues – Expenditures + Other Sources – Other Uses = Current Year Fund Balance

Per the D300 Fund Balance Policy, the "Fund Balance of the District may be committed for specific source by formal action of the School District Board of Education."

As part of this summary document, we will review the significant sources of revenue available to D300, provide a summary of expenditures, and review D300's fund balance per D300 Board Policy 4.20.

# BUDGET PROCESS

State law and the School Code of Illinois govern the policies and procedures of school finance. The budget is a detailed financial plan for the new fiscal year, which runs from July 1 through June 30. The development of the District budget is a collaborative process that includes the D300 staff, administration, Board Finance Committee, Board Construction, and Facility Oversight Committee, and Board of Education.

# DESCRIPTION OF GOVERNMENTAL FUNDS

The following is a brief explanation of how D300 accounts for its funds. The:

- ***Educational*** accounts for the majority of the instructional and administrative aspects of the district's operations;
- ***Operations and Maintenance*** accounts for repair and Maintenance of district property;
- ***Transportation*** accounts for activity relating to student transportation to and from schools and for extracurricular and co-curricular activities;
- ***Municipal Retirement (IMRF)/Social Security*** accounts for the district's portion of personnel pension costs;
- ***Tort Immunity*** accounts for expenses related to tort liability, insurance, and risk management programs;
- ***Debt Service*** accounts for the district's bond principal and interest payments;
- ***Capital Projects*** accounts for District capital improvements;
- ***Working Cash*** accounts for inter-fund borrowing;

For budgeting and financial purpose reporting, we track the District funds as follows:

- ***Governmental Fund*** reporting includes all of D300 funds listed above;
- ***Operating Fund*** reporting accounts for the Educational, Operations, and Maintenance, Transportation, Municipal Retirement (IMRF)/Social Security, Tort Immunity and Working Cash funds combined;

- ***Debt Service*** reporting stands on its own as the debt services is paid from the referendum approved tax levy; and
- ***Capital Project*** reporting stands on its own as it is funded through Board approved debt service and impact fees.

# OPERATING FUNDS

## Operating Funds Budget Assumptions

The first step in the development of the District budget is to update the current financial projections with the economic parameters and assumptions. The following assumptions were used in projecting revenues and expenditures for the FY22 budget:

| **Levy Year** | **2020** |
|---|---|
| CPI | 2.30% |
| New Property | $ 66,315,362 |
| Collection Rate | 99.70% |
| **Revenue Category** | **FY22-Bud** |
| Local-Other | $ (1,317,194) |
| Interest Rate | 0.18% |
| State-EBF | $ 1,500,000 |
| State-Other | $ 1,192,003 |
| Federal | $ (3,652,037) |
| **Expenditure Category** | **FY22-Bud** |
| Salary | 3.50% |
| Insurance | 5.00% |
| Other Objects | 5.00% |
| Tort | 7.90% |
| Purchased Services | 5.00% |
| Master Facility Plan Projects | $ 23,324,675 |

An explanation of the assumptions that were used to develop the baseline budget is as follows:

- Revenue
  - Property Tax Levy
    - CPI = 1.9% for the 2019 levy and 2.3% for the 2020 levy.
    - New Property = $50.1 million for the 2019 levy and $66.3 million for the 2020 levy.
    - Collection Rate = 99.7%
  - State Revenue
    - Categoricals = Flat
    - EBF = +$1.5M
  - Local Revenue
    - Interest = -$97k due to lower interest rates.
  - Federal Revenue = -$3.7M due to 1 year COVID-19 grants
  - Other Sources = -$5.6 million for FY2021 1:1 lease proceeds

- Expenses
  - Salary
    LEAD Contract – Expires in FY 2021-2022 with average salary increases as follows:
      - FY 2021-2022 = +2.96% (2% step, 2% schedule, net savings of 10 est. retirees)
    - DESPA Contract – Expires in FY 2021-2022 with average salary increases as follows:
      - FY 2021-2022 = +3.5% (1.75% step, 1.75% schedule)
    - DESA Contract – Expires in FY 2023-2024 with average salary increases as follows:
      - FY 2021-2022 = +4.0% ($0.73 per hour increase)
    - Non-Union Group – Reviewed annually with average salary increases as follows:
      - FY 2021-2022 = +3.5% (2.25% step, 1.25% schedule)
    - Administrators – Reviewed annually with average salary increases as follows:

        - FY 2021-2022 = +3.5% (2.00% step, 1.50% schedule)
    - Insurance = +5% based upon historical trend data
    - Benefits = Increase in alignment with the salary increases
    - Purchased Services = Except for the following items, we are keeping this line item flat.
        - Transportation = +5% as provided for in the transportation bid. This increase relates to a transition from district-owned buses to contractor-owned buses and an increase in the overall transportation contract.
        - Tort = +$148k due to higher wages that increase our workers' comp premium as well as higher costs due to our general liability insurance.
        - Water/Sewer/Sanitation Services = +2% based upon historical trends
    - Supplies = Line item flat to last year's budgeted amount
    - Capital Outlay = -$7.1 million due to for 1:1 device refresh budgeted in FY2020-2021
    - Charter School Tuition = -2.4% based upon current enrollment projections
    - Other Objects = +5% increase in outplaced tuition based upon historical trend data
    - Other Uses = +$418k increase for 1:1 device lease payment due to more devices being purchased in FY2020-2021 to support all grade levels

The projected fund balances for the district based upon the financial assumptions provided above are as follows:

| *Operating Funds* | FY21 Projected | FY22-Bud | FY23-Proj |
|---|---|---|---|
| Total Revenues | 289,637,243 | 289,536,010 | 298,362,123 |
| Total Expenditures | 277,595,571 | 286,333,665 | 299,125,291 |
| Net Change in Fund Balance | 12,041,672 | 3,202,345 | (763,168) |
| Fund Balance Transfer | (19,000,000) | - | - |
| Prior Period Adjustment | | - | - |
| Beginning Fund Balance | 118,955,175 | 111,996,847 | 115,199,192 |
| Ending Fund Balance | 111,996,847 | 115,199,192 | 114,436,024 |
| Fund Balance % > Target 30% | 40% | 40% | 38% |

## Budget Requests

As part of the annual budget cycle, new requests for increases to the budget are presented to the Board of Education for evaluation. It is assumed that all new programs will be evaluated and approved by the Board of Education. It is further assumed that funding for new programs would be through reallocating current resources or dedicating new funds. No additional funds have been included in the baseline budget for programs that have not been approved by the Board of Education. For the FY22 budget, the following items are being requested:

| Position Title | FTE | Cost | Purpose |
|---|---|---|---|
| Digital Learning Coaches | 3.00 | $238,314 | Support all buildings in digital learning |
| Elementary Teacher on Special Assignment | 5.00 | $418,433 | Support all elementary buildings |
| Director of Response to Intervention | 1.00 | $137,578 | Support for student interventions |
| Powerschool Learning Professional Development Stipends | | $391,720 | Staff support for PowerSchool implementation (1 year) |
| Tutors | 44.00 | $608,001 | Provide math/ELA support to Tier II elementary students |
| Flex Teachers | 22.00 | $1,876,380 | Provide math/ELA support to Tier II elementary students |
| Interventionists | 10.00 | $852,900 | Provide math/ELA support to Tier III middle school students |
| Interventionists | 7.00 | $490,000 | Provide math/ELA support to high school students |
| Mental Health Social Workers | 3.00 | $210,000 | Provide support to each high school |

| | | | |
|---|---|---|---|
| High School support Extra Pay | | $50,000 | SEL, Transition, Orientation & Academic support for high school students outside of normal hours |
| Other COVID supplies & PPE | | $496,509 | Provide supplies and needs related to COVID-19 |
| Total | 95.00 | $5,769,835 | |

Based on the above budget request, we have factored in the following assumptions:

- Revenue
  - Property Tax Levy
    - CPI = 1.9% for the 2019 levy and 2.3% for the 2020 levy.
    - New Property = $50.1 million for the 2019 levy and $66.3 million for the 2020 levy.
    - Collection Rate = 99.7%
  - State Revenue
    - Categoricals = Flat
    - EBF = +$1.5M
  - Local Revenue
    - Interest = -$97k due to lower interest rates.
  - **Federal Revenue = +$4.5 million for ESSER II funding**
  - Other Sources = -$5.6 million for FY2021 1:1 lease proceeds

- Expenses
  - Salary
    LEAD Contract – Expires in FY 2021-2022 with average salary increases as follows:
      - FY 2021-2022 = +2.96% (2% step, 2% schedule, net savings of 10 est. retirees)
    - DESPA Contract – Expires in FY 2021-2022 with average salary increases as follows:
      - FY 2021-2022 = +3.5% (1.75% step, 1.75% schedule)
    - DESA Contract – Expires in FY 2023-2024 with average salary increases as follows:
      - FY 2021-2022 = +4.0% ($0.73 per hour increase)
    - Non-Union Group – Reviewed annually with average salary increases as follows:
      - FY 2021-2022 = +3.5% (2.25% step, 1.25% schedule)
      - Administrators – Reviewed annually with average salary increases as follows: FY 2021-2022 = +3.5% (2.00% step, 1.50% schedule)
  - Insurance = +5% based upon historical trend data
  - Benefits = Increase in alignment with the salary increases
  - Purchased Services = Except for the following items, we are keeping this line item flat.
    - Transportation = +5% as provided for in the transportation bid. This increase relates to a transition from district-owned buses to contractor-owned buses and an increase in the overall transportation contract.
    - Tort = +$148k due to higher wages that increase our workers' comp premium as well as higher costs due to our general liability insurance.
    - Water/Sewer/Sanitation Services = +2% based upon historical trends
  - Supplies = Line item flat to last year's budgeted amount
  - Capital Outlay = -$7.1 million due to for 1:1 device refresh budgeted in FY2020-2021
  - Charter School Tuition = -2.4% based upon current enrollment projections
  - Other Objects = +5% increase in outplaced tuition based upon historical trend data
  - Other Uses = +$418k increase for 1:1 device lease payment due to more devices being purchased in FY2020-2021 to support all grade levels
  - **Budget Requests = $1.2M offset with EBF new funds**
  - **ESSER II Requests = $4.5M offset with ESSER II funds**

The projected fund balances for the district based upon the financial assumptions above and requests provided above are as follows:

| *Operating Funds* | FY21 Projected | FY22-Bud | FY23-Proj |
|---|---|---|---|
| Total Revenues | 289,637,243 | 294,119,800 | 302,945,913 |
| Total Expenditures | 277,595,571 | 292,103,500 | 304,895,126 |
| Net Change in Fund Balance | 12,041,672 | 2,016,300 | (1,949,213) |
| Fund Balance Transfer | (19,000,000) | - | - |
| Prior Period Adjustment | | - | - |
| Beginning Fund Balance | 118,955,175 | 111,996,847 | 114,013,147 |
| Ending Fund Balance | 111,996,847 | 114,013,147 | 112,063,934 |
| Fund Balance % > Target 30% | 40% | 39% | 37% |

As you can see above, the district is well above its 25% fund balance policy threshold. However, the projected deficits in FY22-FY23 will need to be monitored.

# OPERATING FUND BALANCE

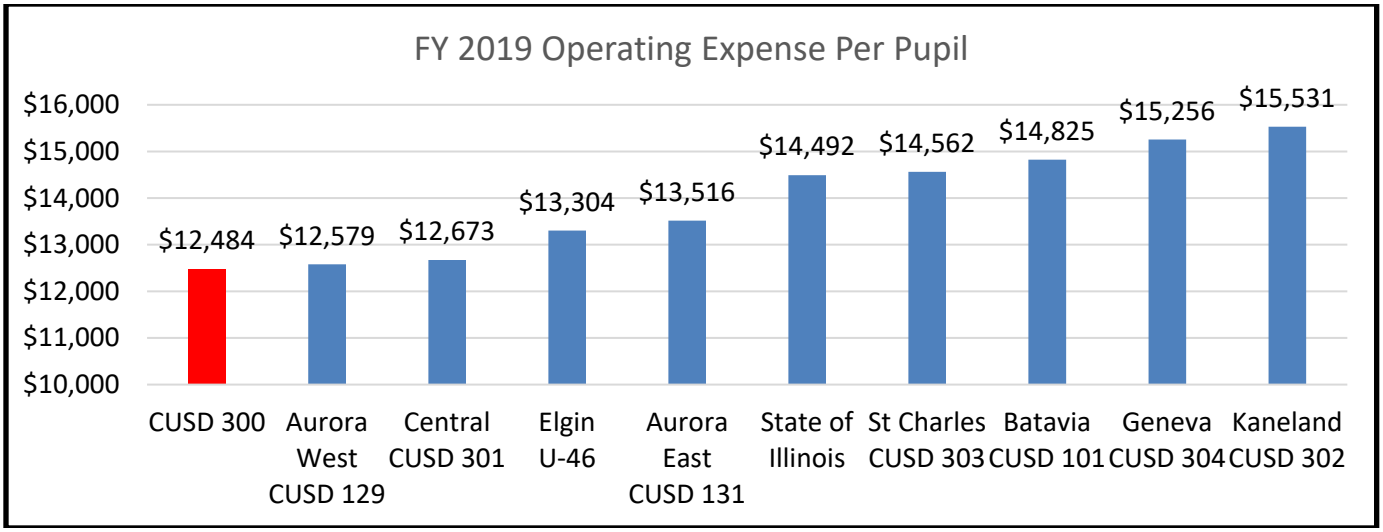
Per Board Policy 4.0, the goal of the Board of Education is to adopt a budget where the District's Operating Funds expenditure commitments are within the District's Operating Funds anticipated revenues for each fiscal year. The operating funds are those funds that are used to track the financial reporting for the operational costs of the district. They include the education, operations and maintenance, transportation, Illinois municipal retirement (IMRF)/social security, and working cash funds. The Operating Fund balance represents the district's cash on hand as of June 30. The fund balance includes the early real estate tax payments that are received in May and June that are for the following school year. In the past, the district had to borrow money to cover its spring payrolls until it received its early tax payments, even with the working cash fund. The Board fund balance policy recommends that the fund balance should be 25% and aim to maintain a threshold of 30% of annual expenditures. Due to the successful passage of the educational fund referendum in 2005 and recent strong fiscal management, the district has complied with its fund balance policy since FY11.

The Working Cash Fund is used to meet outstanding expenditure obligations that occur due to a delay in the collection of revenues in a given budget year. Loan and repayment provisions will be followed per Illinois School Code 105 ILSC 5/20-5. Short-Term and Long-Term Borrowing amounts will not exceed 25% of the district's debt margin, as calculated by the Illinois State Board of Education's School District Financial Profile formula. Major capital projects and sources of funding to cover those projects are to be addressed by the Board and administration as the need arises or during the course of the Board's annual budgeting process.

Due to the recent increase in Evidence-Base Funding revenue and the conservative fiscal management by the district, the district has seen a steady rise in its fund balance. These funds are being conserved in anticipation of any future decreases in State funding, the possible pension cost shift to school districts, or a property tax freeze. This fund balance will allow the district to develop a plan to address the financial impact of these changes in a systematic approach with the least impact to the District programs and services.

# CLOSING

The FY22 budget is balanced and adheres to the Board Fund Balance Policy. The district continues to have one of the lowest average costs to educate a student for K-12 school districts in Kane and McHenry County. The average cost to educate a student is calculated by taking the total district cost and dividing it by their total average daily attendance for the school year. This calculation is called the operating expense per pupil (OEPP). As illustrated in the chart below, D300's OEPP has historically been lower than the state average as well as our surrounding unit school districts in Kane and McHenry County. I am confident that the district is poised to sustain our strong financial position going forward by maintaining our robust Board Fiscal Policy, Finance Committee oversight and commitment to maintaining fiscal stability,


FY 2019 Operating Expense Per Pupil
$16,000
$15,000
$14,000
$13,000
$12,000
$11,000
$10,000
$12,484
$12,579
$12,673
$13,304
$13,516
$14,492
$14,562
$14,825
$15,256
$15,531
CUSD 300
Aurora West CUSD 129
Central CUSD 301
Elgin U-46
Aurora East CUSD 131
State of Illinois
St Charles CUSD 303
Batavia CUSD 101
Geneva CUSD 304
Kaneland CUSD 302

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Susan Harkin
Chief Operating Officer

| **Presented at the following Board Meetings** | |
|---|---|
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Approval of Appointment of School Treasurer**

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**Background**

The Board of Education of Community Unit School District 300 is authorized and required to appoint a School Treasurer. This individual must meet the qualifications for a School Treasurer as established by Section 8-1 of the Illinois School Code (Ill. Rev.Stat. c. 122, par.-8-1) and must present a surety bond conditioned upon the discharge of the School Treasurer and which surety bond is in conformance with the requirements of Section 8-2 of the Illinois School Code. (Ill. Rev. Stat., c. 122, par. 8-2).

**Administrative Recommendation**

The Administration recommends the appointment of Jennifer Porter as the School Treasurer as of July 1, 2021.

**RESOLUTION TO APPOINT SCHOOL TREASURER**

**COMMUNITY UNIT SCHOOL DISTRICT 300**

WHEREAS, the Board of Education of Community Unit School District 300 is authorized and required to appoint a School Treasurer;

WHEREAS, the Board of Education has determined that Jennifer Porter meets the qualifications for School Treasurer as established by Section 8-1 of the Illinois School Code (Ill.Rev.Stat. c. 122, par.-8-1); and

WHEREAS, said Jennifer Porter has presented a surety bond conditioned upon the discharge of the School Treasurer and which surety bond is in conformance with the requirements of Section 8-2 of the Illinois School Code. (Ill. Rev. Stat., c. 122, par. 8-2).

NOW, THEREFORE, BE IT SOLVED AND IT IS HEREBY RESOLVED BY THE BOARDOF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT 300 as follows:

1. Jennifer Porter is appointed School Treasurer for Community Unit School District 300 effective July 1, 2021 and

2. This resolution shall be in effect forthwith and upon its adoption. Adopted this 22nd day of June 2021, by the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

David Scarpino

President

Board of Education

Leslie LaMarca,

Secretary

Board of Education

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **May 24, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Susan Harkin
Chief Operating Officer

| | |
|---|---|
| **Presented at the following Board Meetings** | |
| **Construction/Facility** | |
| **Finance** | 06/08/2021 |
| **Policy/Legislative** | |
| **School Utilization** | |
| **BOE 1st Reading** | 06/08/2021 |
| **BOE 2nd Reading** | 06/22/2021 |

**SUBJECT:** **Approval of Treasurers' Bond**

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**Background**

Section 3-8 and Section 8-2 of the School Code (105 ILCS 5/3-8 and 105 ILCS 5/8-2) require Regional Superintendents of Schools to file an affidavit with the Illinois State Board of Education (ISBE) showing which treasurers of school districts in their region are properly bonded. This affidavit must be filed by September 1 of each year. Section 8-2 of the School Code (105 ILCS 5/8-2) requires each treasurer of a school district to be properly bonded. The penalty of the bond shall be 25% of the amount of all bonds, notes, mortgages, moneys and effects of which the treasurer is to have custody. The bond shall be increased or decreased from time to time, as the increase or decrease of the amount of notes, bonds, mortgages, moneys and effects may require. The bond shall be payable to the township trustees of schools over the district or payable to the school board of the district, whichever is applicable. The bond shall be filed with the Regional Superintendent of Schools.

**Recommendation**

Administration recommends securing the Treasurers' Bond with Gallagher for $31,250,000 and a premium cost of $21,875.

**COMMUNITY UNIT SCHOOL DISTRICT NO. 300**
**BOARD of EDUCATION MEMO**

**DATE:** **June 8, 2021**

**TO:** Fred Heid, Superintendent
Board of Education

**FROM:** Deb Mason
Director of Transportation

**SUBJECT:** **Annual review and approval of hazardous routes**

| | **Presented at the following Board Meetings** | |
|---|---|---|
| X | **Construction/Facility** | 06/08/21 |
| | **Finance** | |
| | **Policy/Legislative** | |
| | **School Utilization** | |
| X | **BOE 1st Reading** | 06/08/2021 |
| X | **BOE 2nd Reading** | 06/22/2021 |

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**Background**

Annually, the Board of Education is required to adopt a resolution to approve the serious safety findings which certifies that the serious safety hazards still exist and no new hazards have been identified. The resolution must remain on file for the state transportation audit.

**Administrative Recommendation**

The recommendation is to approve the list of identified serious safety hazards.

RESOLUTION OF COMMUNITY UNIT SCHOOL DISTRICT 300
KANE, MCHENRY, COOK AND DEKALB COUNTIES, ILLINOIS REGARDING
RETENTION OF APPROVED STATUS FOR HAZARDOUS ROUTES – June, 2021

WHEREAS, under the provision of Chapter 122 of the Illinois Revised Statutes, Paragraph 29-3, the Board of Education of Community Unit School District 300, Kane McHenry, Cook and DeKalb Counties, Illinois, is required to submit an annual certification of hazardous route for previous years; and

WHEREAS, it is deemed advisable and necessary to maintain these hazardous areas:

NOW, THEREFORE, be it and it is hereby resolved by the Board of Education of Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, hereby determines and declares that the attached list of “Serious Safety Hazard Findings” as identified by their respective Annual Sequential Numbers represent hazardous areas in which the conditions have not changed as to alter the need for continued approval.

ADOPTED:

AYES:
NAYS:
ABSENT:

_____
President, Board of Education

_____
Secretary, Board of Education

**Community Unit School District 300**

**SERIOUS SAFETY HAZARD FINDINGS ANNUAL SEQUENTIAL NUMBERS**

*Note: School boundaries have changed over the years and some schools have changed location. Hazard would still exist for whatever school is assigned to this geographical location.*

| | | | |
|---|---|---|---|
| 1 | SH | 300-80-01 | Route 72 from Rainbow to .2 miles east of Rainbow |
| 2 | SH | 300-80-02 | Route 72 from Rainbow to .2 miles west of Rainbow |
| 4 | DHL | 300-80-04 | Route 31 from Lisa to .2 miles north of Lisa |
| 6 | LITH | 300-80-06 | Algonquin-Huntley Blacktop from Hilltop to .2 miles west of Hilltop |
| 7 | EV | 300-80-07 | Route 31 in Algonquin from Arrowhead to Riverview |
| 8 | AMS | 300-80-08 | North River Road in Algonquin from Route 62 to Wood Drive |
| 9 | EV | 300-80-09 | Route 31 Algonquin Filip to Beach Dr |
| 10 | HHS | 300-80-11 | State Street in Hampshire from Milwaukee R.R. tracks to .5 miles north of R.R. tracks |
| 11 | HHS | 300-80-12 | Route 72 in Hampshire from State Street to .8 miles east of State Street |
| 13 | HHS | 300-80-13 | Route 72 in Hampshire from State Street to .8 miles west of State Street |
| 14 | LITH | 300-80-16 | Burr Street from Oak to 1014 Burr |
| 15 | AMS | 300-80-17 | Crossing Route 62 at Harrison in Algonquin |
| 17 | DMS | 300-80-18 | Route 72 from DMS to .6 mileas east |
| 18 | DMS | 300-80-19 | Randall Rd from Route 72 to .4 miles south of Binnie Rd |
| 19 | DMS | 300-80-20 | Randall Rd & Route 72 from JoyLane to DMS |
| 20 | DMS | 300-80-21 | Route 72 from DMS1.1 miles west on Route 72 |
| 22 | KEN | 300-80-22 | Hanson Rd from Huntington to .2 miles south of Huntington Drive |
| 23 | KEN | 300-80-24 | West side of Route 31Algonquin from Huntington Dr to Center |
| 24 | PV | 300-80-26 | Intersection of Barrington Ave and Route 68 |
| 25 | LITH | 300-80-30 | Willow & Council Trail from bridge to .2 miles on Council Trail, Willow and Mohican & |
| 27 | KEN | 300-81-05 | Terrace Drive from Huntington Drive to Lexington Drive |
| 28 | SH | 300-81-07 | Winmoor & Willow Ln from Sleepy Hollw to .5 miles from school on Willow |
| 29 | SH | 300-81-08 | Winmoor & Thoroughbred from Sleepy Hollow School to Sleepy Hollow Road |
| 31 | SH | 300-81-09 | Winmoor Dr from Sleepy Hollow to .5 miles from school on Winmoor |
| 32 | PE | 300-82-01 | Skyline from Kings Rd to .2 miles south on Skyline just south of Deerpath |
| 33 | PV | 300-83-01 | Duncan Ave south of Route 72 |
| 34 | CMS | 300-81-03 | Along Barrington Ave and crossing Route 68 |
| 36 | HDJ | 300-85-01 | Along Randall Road north and south of HDJ |
| 37 | AMS | 300-85-02 | Intersection of Route 62 and Countryside Drive (Cinnamon Creek Subdivision) |
| 38 | MDW | 300-85-04 | West of Route 25---(2016/2017 this is no longer MDW attendance area) |
| 39 | DHL | 300-85-05 | North of route 72 |
| 41 | ST CATH | 300-85-06 | North of route 72 and east of route 31 |
| 42 | STJOHN | 300-85-07 | West of route 31 |
| 43 | EV | 300-85-08 | South of Souwanas along Menoma to Pokagon |
| 44 | PE | 300-87-02 | From Oxford .2 miles east on Kings Rd |
| 46 | PV | 300-87-03 | From Lincoln over Fox River bridge in C'Ville |
| 47 | LKWD | 300-88-04 | South on Ravine Ln .2 miles; west on Ravine Rd .2 miles |
| 48 | SH | 300-88-05 | From Sleepy Hollow school .5 miles on Glen Oak Rd |

| | | | |
|---|---|---|---|
| 50 | LP | 300-02-01 | Huntley/Algonquin Rd from Boulder Dr to Harvestgate |
| 51 | LP | 300-02-02 | Intersection of Huntley/Algonquin Rd and Talaga/Harvestgate for students south of |
| 52 | LP | 300-02-03 | Intersection of Randall Rd and Acorn for students east of Randall Rd |
| 53 | AL | 300-02-04 | Intersection of Algonquin Rd and Sandbloom for students north of Algonquin Rd |
| 55 | AL | 300-02-05 | Intersection of Sandbloom and Compton for students west of Sandbloom |
| 56 | KEN | 300-02-07 | Intersection of Hanson and Harnish for students west of Hanson |
| 57 | PE | 300-03-01 | Intersection of Kings and Amarillo |
| 63 | DMS | 300-20-04 | Watermark Terrace Subdivision at Randall Rd and Northwest Pkwy, Elgin |