Board of Education Business Meeting

Tuesday, May 24, 2022 6:00 PM
D300 Central Office - Anne B Miller Boardroom, 2550 Harnish Drive, Algonquin, IL 60102

1. **Call to Order**

1.1. Roll Call

2. **Closed Session, 6:00pm-6:30pm**

2.1. Motion to go into closed session for the purpose of discussing: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 2(c)(1); 2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 2(c)(2); 3. Litigation 2(c)(11); 4. The placement of individual students in special education programs and other matters relating to individual students 2(c)(10); and 5. Security procedures, school building safety and security, and the use of personnel to respond to an actual, a threatened or a reasonably potential danger to the safety of employees, students, staff, the public or public property 2(c)(8).

2.2. Motion to Suspend Closed Session

3. **Reconvene in Open Session at 6:30pm**

3.1. Roll Call

4. **Pledge of Allegiance**

5. **Approval of the Agenda**

6. **Board Announcements**

6.1. Good News

7. **Recognitions**

7.1. Stella Wetzel Scholars

7.2. Blue Ribbon Society Recognition

8. **Superintendent Report**

9. **Consent Items <$25k**

9.1. Approval of Board Meeting Minutes for April 26, 2022 and May 3, 2022

9.2. Approval of Disposal Report

9.3. Approval of Bills Payable

9.4. Approval of Treasurer's Report

9.5. Approval of Board Meeting Schedule 2022-2023

9.6. Approval of Facility Rental Agreement 2022-2023

9.7. Approval of Student Fees 2022-2023

9.8. Approval of Human Resources Report

9.9. Approval of Freedom of Information Act Report

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

10.1. Approval of Hampshire High School Welding Lab HVAC Renovations Bid

10.2. Approval of Weed Control Bid (Extension)

10.3. Approval of Alternative Transportation Contract (Renewal)

10.4. Approval of Athletic Video and Performance Analysis Contract

10.5. Approval of DMS Mechanical Project Contract

10.6. Approval of Service Provider Retention Agreement

10.7. Approval of Financial Management & Professional Development Management Software Contract (Renewal)

10.8. Approval of Professional Development Services Contract

11. **Roll Call Items**

11.1. Approval of Out of District Travel

11.2. Approval of Private Placement Facility Agreement

11.3. Approval of LEAD Collective Bargaining Agreement 2022-2025

12. **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 electronically via a computer located in the Central Office lobby between 6:00-6:30pm, or the start of the open meeting; be 18 years old 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.**

13. **Board Discussion**

13.1. Board Committee Reports

13.2. Board Discussion

14. **Closed Session**

14.1. Motion to go into closed session for the purpose of discussing: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 2(c)(1); 2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 2(c)(2); 3. Litigation 2(c)(11); 4. The placement of individual students in special education programs and other matters relating to individual students 2(c)(10); and 5. Security procedures, school building safety and security, and the use of personnel to respond to an actual, a threatened or a reasonably potential danger to the safety of employees, students, staff, the public or public property 2(c)(8).

14.2. Motion to adjourn closed session and return to open session

15. **Reconvene in Open Session**

15.1. Roll Call

16. **Adjournment**

Community Unit School District 300 Monthly
Fixed Asset Disposals
05/01/2022

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117320	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117341	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	111383	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	111237	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117188	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117333	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117328	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117274	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	111381	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117269	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117224	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	112175	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	111382	Broken	Tech Recycle
4/6/2022	Warehouse	Headphones W/Microphone	Cyber Acoustics	AC-204 Headset	N/A	117247	Broken	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S0EW00MJ01EJ96	T34094	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S2WE00MJ03BEAL	T39301	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S1Y600MJ02HHU9	T36715	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S1Y600MJ02HHUT	T36714	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S1Y600MJ02HHW2	T36712	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S2WE00MJ03BEB5	T39072	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S2WE00MJ03BEAY	T39070	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10GSS1NG00MJ045ZE1	T54221	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10GSS1NG00MJ045ZE0	T54215	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10GSS1NG00MJ045ZED	T54213	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10GSS1NG00MJ045ZEB	T54225	Obsolete	Tech Recycle
3/28/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10GSS1NG00MJ045ZE3	T54222	Obsolete	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NDUP	T64244	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0GNSKY	T54565	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NNGE	T64126	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QWUX	T63263	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	T460	1S20FN002JUSPC0HNGWU	T54592	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	T450	1S20BV0004USPC058B9M	T35796	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF1032W5	T63319	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NC2M	T64571	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104LXY	T63532	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10MH23	T63337	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10Q1NY	T63489	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NA1W	T64308	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103CC5	T64461	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103N05	T64776	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF102Y9Y	T64920	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NQMY	T64129	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104ESM	T64680	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10MZ8J	T64394	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103UXV	T64078	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	T450	1S20BV0004USPC058BAH	T35795	Broken	Tech Recycle

3/28/2022	DCHS	Laptop	Lenovo	T450	1S20BV0004USPC058B91	T35799	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10YZK5	T63028	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QDM3	T63225	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10PFRE	T65000	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10PWH5	T63257	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10Q29D	T63317	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF1032VR	T64045	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10Y9YL	T64562	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QL8N	T64909	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10PJ4D	T64722	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NZ1V	T64981	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6VH0	T34662	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PFG	T34716	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A4T8B	T36776	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAXPW	T36576	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JEB9L	T54287	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A5RAJ	T34754	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6TU2	T34639	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A5NKT	T34612	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L440	1s20ASS10Q00R901ZAVZ	T33152	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KHM	T34708	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7LWK	T34718	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L440	1s20ASS10Q00R901ZAWE	T33224	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JDQRY	T54248	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0NKYQV	T54550	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JY39L	T54449	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0QFJM0	T54484	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0NKYR3	T54548	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JEB1M	T54270	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0QFJKL	T54477	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0VKCDV	T60645	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JEAY0	T54256	Broken	Tech Recycle
3/28/2022	DCHS	Laptop	Lenovo	P50	1S20EN002HUSPC0BURUU	T53700	Obsolete	Tech Recycle
3/28/2022	DCHS	Monitor	Dell	E157FPTe	4TJRVL1	N/A	Broken	Tech Recycle
3/28/2022	DCHS	Monitor	Dell	E157FPTe	B0W9NK1	N/A	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34512	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012531	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34566	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T29113	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012142	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T36396	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T36500	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T29929	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012674	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012665	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T32578	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012615	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34097	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T35874	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T35901	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012618	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34102	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012625	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T36439	Broken	Tech Recycle

3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34265	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T34264	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012682	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012712	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T29110	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012608	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T37596	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T37843	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T30062	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T012611	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	N/A	T36346	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	DMPPGU98FK10	N/A	Broken	Tech Recycle
3/29/2022	DCHS	iPad Air	Apple	A1474	DMPLWY0EFK11	N/A	Broken	Tech Recycle
3/29/2022	DCHS	iPad 2	Apple	A1395	DYTJ69Y9DFHW	N/A	Broken	Tech Recycle
3/29/2022	DCHS	iPad mini	Apple	A1432	F9FN70HZFP84	N/A	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L490	PF2BGW9B	T102207	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NQ54S	T88958	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NQMB	T64153	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103UZB	T64834	Broken	Tech Recycle
4/5/2022	DCHS	Monitor	Dell	IN2030Mc	CN0MK7Y4641801BL060M	T29033	Broken	Tech Recycle
4/5/2022	DCHS	Monitor	Dell	1708FPb	CN0G302H7426187J358AA00	T006483	Broken	Tech Recycle
4/5/2022	DCHS	Projector	Dell	2400MP	CN0CF901S008182D0029	T017236	Broken	Tech Recycle
4/5/2022	DCHS	Desktop	Dell	DCSM	G2FGQ91	T005541	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Dell	Latitude E5500	3NJLYH1	T014576	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JEBJF	T54265	Broken	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L440	R901ZB21	T33139	Broken	Tech Recycle
4/5/2022	DCHS	Doc Camera	Aver	U50	4.01022E+12	T61043	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T37651	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T012168	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air 2	Apple	A1567	N/A	T36705	Obsolete	Tech Recycle
4/5/2022	DCHS	iPad Air 2	Apple	A1567	N/A	T36703	Obsolete	Tech Recycle
4/5/2022	DCHS	Laptop	Lenovo	L440	1s20ASS10Q00R90A8CVR	T34173	Broken	Tech Recycle
4/5/2022	DCHS	Projector	NEC	NP-M333XS	6100119RA	T39457	Broken	Tech Recycle
4/5/2022	DCHS	Monitor	LG	L1953TQ	703NDSK44670	N/A	Broken	Tech Recycle
4/5/2022	DCHS	iPad 2	Apple	A1395	ITEM-73578415	N/A	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T30032	Broken	Tech Recycle
4/5/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S0EW00MJ00X3YL	N/A	Broken	Tech Recycle
4/5/2022	DCHS	Desktop	Dell	Optiplex 330	BM5KVG1	N/A	Broken	Tech Recycle
4/5/2022	DCHS	Desktop	Lenovo	ThinkCentre M73	1S10B4S0EW00MJ00X3XS	T30828	Broken	Tech Recycle
4/5/2022	DCHS	Desktop	Lenovo	ThinkCentre M700	1S10GSS1NG00MJ043YA7	T54110	Broken	Tech Recycle
4/5/2022	DCHS	Monitor	Dell	P1911t	N/A	T24953	Broken	Tech Recycle
4/5/2022	DCHS	Monitor	Capture	LPL-17W01	CL900613CBBR	N/A	Broken	Tech Recycle
4/5/2022	DCHS	Projector	NEC	NP-M333XS	5Z00284RA	T39753	Broken	Tech Recycle
4/5/2022	DCHS	Projector	NEC	NP-M300WS	3100003UH	N/A	Broken	Tech Recycle
4/5/2022	DCHS	Doc Camera	Aver	U50	4.01022E+12	T60591	Broken	Tech Recycle
4/5/2022	DCHS	iPad 4	Apple	A1458	N/A	T33639	Broken	Tech Recycle
4/5/2022	DCHS	iPad 4	Apple	A1458	N/A	T33722	Broken	Tech Recycle
4/5/2022	DCHS	iPad 4	Apple	A1458	N/A	T33466	Broken	Tech Recycle
4/5/2022	DCHS	iPad 4	Apple	A1460	N/A	T30136	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T32541	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T34125	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T34057	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T32572	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T34120	Broken	Tech Recycle

4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T012776	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T29815	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T36353	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T32909	Broken	Tech Recycle
4/5/2022	DCHS	iPad Air	Apple	A1474	N/A	T37606	Broken	Tech Recycle
4/8/2022	DCHS	Laptop	Lenovo	L460	1s20FVS1NA00PF0JEAZD	T54301	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NDQJ	T64167	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104Q2B	T63468	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10Q19T	T64959	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QA7Z	T63185	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10513G	T63431	Broken	Tech Recycle
4/13/2022	JHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NEUY	T64528	Broken	Tech Recycle
4/13/2022	JHS	Mic receiver	MiPro	MiPro ACT-312B	818142060C	N/A	Broken	Tech Recycle
4/13/2022	JHS	Switch	Linksys	Linksys switch	REG20G904710	N/A	Broken	Tech Recycle
4/13/2022	JHS	Doc Camera	Aver	Aver U50 doc camera	4.01022E+12	T61020	Broken	Tech Recycle
4/13/2022	JHS	iPad	Apple	iPad	dmpkw6u0f182	T32394	Broken	Tech Recycle
4/13/2022	JHS	calculator	Texas Instruments	TI-34II overhead calculator	##TI253TK	N/A	Broken	Tech Recycle
4/13/2022	JHS	various	various	box parts / broken	N/A	N/A	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-UM361X projector	NP-UM361X 9600552RX	T89900	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 5Y00021RA	T39095	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100218RA	T39501	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100439RA	T39481	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100344RA	T37872	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100319RA	T39895	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 5Y00157RA	T39106	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 5Y00005RA	T39092	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 5Y00027RA	T39084	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100206RA	T39486	Broken	Tech Recycle
4/13/2022	JHS	Docking station	Lenovo	SD20Q11988 Thinkpad Basic Dockin	M2G000W7	N/A	Broken	Tech Recycle
4/13/2022	NES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 5900081RA	T39202	Broken	Tech Recycle
4/13/2022	JHS	Printer	Ricoh	Ricoh SP C400dn	Q6888700083	T006234	Broken	Tech Recycle
4/13/2022	LPES	Projector	NEC	NEC NP-M333XS projector	NP-M333XS 6100300RA	T37869	Broken	Tech Recycle
4/14/2022	Admin	Appliance	Frigidaire	Mini Refrigerator	15748XST	N/A	Broken	Recycle
4/11/2022	GES	Library Books	Multiple	(966) Weeded Library Books	Multiple	Multiple	Damaged	Recycle
4/12/2022	GES	Laminator	School Specialty	School Smart G3	C1946-4464	N/A	Broken	Tech Recycle
4/20/2022	HHS	Sewing Machine	Pfaff	(3) Creative 2.0 sewing machines	74102853	N/A	Obsolete	Auction
4/4/2022	JHS	Kitchen Supplies	CresCor	5495 039 Warmer	G55-K55 73A	010323	Broken	Metal Recycle
4/4/2022	JHS	Kitchen Supplies	Metro	C175-HM2000 Warmer	N/A	003924	Broken	Metal Recycle
4/29/2022	HHS	CNC Machine (manual)	Clausing	Colchester 13" Manual Lathe Model 8027J	QG0023	105624, 105626	Replacement	Transfer to Streamwood-CTE Coop
4/29/2022	HHS	CNC Machine (manual)	Clausing	Colchester 13" Manual Lathe Model 8027J	QG0040	105608	Replacement	Transfer to Streamwood-CTE Coop
4/29/2022	DCHS	4 Post Hydraulic Alignment Lift	Rotary	aro14e001	KFI07I0001	NA	Too costly to repair	Public Surplus

*Supporting documentation available in the Purchasing Department.

Diane C. White

Diane C. White, Director of Purchasing

5/1/2022

Date

Community Unit School District 300

A/P Board Bill Listing for May 10, 2022

Fund		Amount
Educational	$	4,264,506.12
Health Insurance Fund	$	125,423.33
Grant Fund	$	920,191.50
COVID 19 Fund	$	110,201.40
Operations & Maintenance	$	239,536.85
Bond & Interest		
Transportation	$	1,603,536.22
Site & Construction		
Impact Fees	$	-
Tort Immunity Fund		
Total All Funds	$	7,263,395.42

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

Date: _____

Signed: _____ _____

President Secretary

Cash Payment Register

AP265 Date: 05/18/22 JOB SUBMISSION PARAMETERS
Time: 17:28

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 ACH

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
1769	10	21014	ACH	ALLIED BENEFIT SYSTEMS, LL	CHICAGO	05/24/22	Processed	360.05	USD
1770	10	4636	ACH2	ARAMARK CORPORATION	ALGONQUIN	05/24/22	Processed	806,992.29	USD
1771	10	11123	ACH	JAMES AUGUST II	BELVIDERE	05/24/22	Processed	57.19	USD
1772	10	19845	ACH	AXESS TRANSPORTATION	ALGONQUIN	05/24/22	Processed	128.00	USD
1773	10	3158	ACH	CDW GOVERNMENT	CHICAGO	05/24/22	Processed	53,691.54	USD
1774	10	9477	ACH	CONSTELLATION NEW ENERGY	CHICAGO	05/24/22	Processed	64,878.85	USD
1775	10	13380	ACH	CREATIVE PROMOTIONAL APPAR	CARPENTERSVILLE	05/24/22	Processed	1,558.30	USD
1776	10	12005	ACH	DURHAM SCHOOL SERVICES	WARRENVILLE	05/24/22	Processed	1,577,665.84	USD
1777	10	4088	ACH	FRANCZEK PC	CHICAGO	05/24/22	Processed	4,255.00	USD
1778	10	40900	ACH	HOUGHTON MIFFLIN HARCOURT	CHICAGO	05/24/22	Processed	70,860.82	USD
1779	10	19431	ACH	NETWORK CRAZE TECHNOLOGIES	PITTSBURGH	05/24/22	Processed	2,160.20	USD
1780	10	21449	ACH	PEERLESS NETWORK	CHICAGO	05/24/22	Processed	20,585.43	USD
1781	10	12076	ACH	THE WINSTON KNOLLS SCHOOL	HOFFMAN ESTATES	05/24/22	Processed	39,766.62	USD

*** Payment Code ACH Totals

Total Open Payments	13	2,642,960.13
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
171486	10	19040		1-800MD LLC	CHARLOTTE	05/24/22	Processed	491.85	USD
171487	10	21159		ACS ENTERPRISES	CHICAGO	05/24/22	Processed	1,601.15	USD
171488	10	16853		ADAMS STEEL SERVICE INC	MCHENRY	05/24/22	Processed	312.00	USD
171489	10	20158		ADAPTIVE TECH SOLUTIONS LL	SAND SPRINGS	05/24/22	Processed	152.20	USD
171490	10	21652		ADESTA LLC	CARROLLTON	05/24/22	Processed	2,775.12	USD
171491	10	52390	REM	LUTHERAN GENERAL HOSPITAL	PARK RIDGE	05/24/22	Processed	313.18	USD
171492	10	3860	REM2	ADVOCATE OCCUPATIONAL HEAL	CHICAGO	05/24/22	Processed	816.00	USD
171493	10	21602		AIRBORNE ATHLETICS INC	BLOOMINGTON	05/24/22	Processed	5,320.00	USD
171494	10	6839	REM3	AIRGAS USA LLC	CHICAGO	05/24/22	Processed	433.45	USD
171495	10	20759	REM2	ALERTLOGIC	CHICAGO	05/24/22	Processed	8,000.00	USD
171496	10	1048		ALLENDALE ASSOCIATION	LAKE VILLA	05/24/22	Processed	20,713.20	USD
171497	10	8694	REM1	AMAZON.COM	ATLANTA	05/24/22	Processed	4,568.52	USD
171498	10	17899		AMS STORE AND SHRED LLC	LAKE IN THE HILLS	05/24/22	Processed	360.00	USD
171499	10	7642		ANDERSON LOCK COMPANY	DES PLAINES	05/24/22	Processed	4,470.99	USD
171500	10	14953		ANTHONY CRANE RENTAL INC	MUNDELEIN	05/24/22	Processed	600.00	USD
171501	10	565	REM	APPLE COMPUTER INC.	ATLANTA	05/24/22	Processed	1,047.00	USD
171502	10	19732	REM1	ASSIGNMENT HUB	MARENGO	05/24/22	Processed	1,046.50	USD
171503	10	21557		KATHRYN BALCAZAR	ELGIN	05/24/22	Processed	58.49	USD
171504	10	4232	REM	BARNES & NOBLE INC.	DALLAS	05/24/22	Processed	3,500.11	USD
171505	10	18470		ANNE BARTH	ELGIN	05/24/22	Processed	3.69	USD
171506	10	19355		JEREMY BEYER	ELGIN	05/24/22	Processed	334.18	USD
171507	10	18286	REM1	BLUUM OF MINNESOTA LLC	PHOENIX	05/24/22	Processed	7,969.00	USD
171508	10	17506	REM	BOUNDLESS ASSISTIVE TECHNO	PORTLAND	05/24/22	Processed	1,147.06	USD
171509	10	15005	REM	BRAINPOP LLC	NEW YORK	05/24/22	Processed	57,860.60	USD
171510	10	18522		MITCHELL BRANDT	MORTON GROVE	05/24/22	Processed	240.44	USD
171511	10	12481		SANDRA BRODERICK	CRYSTAL LAKE	05/24/22	Processed	92.71	USD
171512	10	8895	REM5	BSN SPORTS LLC	DALLAS	05/24/22	Processed	2,997.39	USD
171513	10	83500	REM2	US GAMES-DIV of BSN SPORTS	DALLAS	05/24/22	Processed	155.68	USD
171514	10	83500	REM3	BSN SPORTS LLC	DALLAS	05/24/22	Processed	72.76	USD
171515	10	4153		BUCK BROS	HAMPSHIRE	05/24/22	Processed	145.22	USD
171516	10	9497		BULBS.COM INC	WORCESTER	05/24/22	Processed	3,750.00	USD
171517	10	21456	REM1	BUSINESS ESSENTIALS	MINNEAPOLIS	05/24/22	Processed	1,645.02	USD
171518	10	14545		CAMELOT THERAPEUTIC SCHOOL	NEWARK	05/24/22	Processed	104,819.40	USD
171519	10	19108		ARIANA N CAPPUCCITTI	MOUNT PROSPECT	05/24/22	Processed	2,000.00	USD
171520	10	2558		CASSANDRA STRINGS	Algonquin	05/24/22	Processed	384.35	USD
171521	10	2664		CATALYST FOR EDUCATIONAL C	CHICAGO	05/24/22	Processed	5,850.00	USD
171522	10	3064	REM	CENTER FOR PSYCHOLOGICAL S	NORTHBROOK	05/24/22	Processed	3,000.00	USD
171523	10	11585	REM2	CENTER ON DEAFNESS	NORTHBROOK	05/24/22	Processed	1,773.11	USD
171524	10	16077	REM1	BEHAVIORAL HEALTH SERVICES	WINFIELD	05/24/22	Processed	89.48	USD
171525	10	21109	REM2	CENTRAL TREE & LANDSCAPE M	PINGREE GROVE	05/24/22	Processed	228.00	USD
171526	10	16330	REM2	CENTURY PRINT AND GRAPHICS	SYCAMORE	05/24/22	Processed	379.25	USD
171527	10	9973		CHICAGO KILN SERVICE	ROLLING MEADOWS	05/24/22	Processed	354.00	USD
171528	10	14419		CLASSROOM CONNECTION DAY S	BANNOCKBURN	05/24/22	Processed	8,045.00	USD
171529	10	16875	REM2	CLIENTFIRST CONSULTING GRO	CORONA	05/24/22	Processed	1,136.25	USD
171530	10	16535		COMMERCIAL SPECIALTIES INC	ROLLING MEADOWS	05/24/22	Processed	4,180.00	USD
171531	10	4620		COMMUNICATIONS DIRECT INC	ST CHARLES	05/24/22	Processed	316.96	USD
171532	10	49605	REM3	CONSERV FS, INC	CHICAGO	05/24/22	Processed	267.75	USD
171533	10	18381	REM	CORE MECHANICAL INC	CHICAGO	05/24/22	Processed	19,721.41	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
171534	10	21146		CORRIE LLC	EVANSTON	05/24/22	Processed	12,500.00	USD
171535	10	7692		COVE SCHOOL	NORTHBROOK	05/24/22	Processed	5,840.98	USD
171536	10	2117		CRISIS PREVENTION INSTITUT	MILWAUKEE	05/24/22	Processed	1,000.00	USD
171537	10	18789		SHONDA CROWLEY	PINGREE GROVE	05/24/22	Processed	64.11	USD
171538	10	4155		CRYSTAL LAKE SOUTH HIGH SC	CRYSTAL LAKE	05/24/22	Processed	351.22	USD
171539	10	18259	REM1	CUMBERLAND THERAPY SERVICE	CAROL STREAM	05/24/22	Processed	4,602.24	USD
171540	10	21338		MARIA DE MOSTEYRIN GORDILL	HUNTLEY	05/24/22	Processed	98.00	USD
171541	10	5644	REM2	DELTA DENTAL OF ILLINOIS -	CHICAGO	05/24/22	Processed	123,302.48	USD
171542	10	25720		DIDAX INC	ROWLEY	05/24/22	Processed	668.99	USD
171543	10	8328	REM2	ERIC ARMIN INC	BOSTON	05/24/22	Processed	279.22	USD
171544	10	10777		EDS RENTAL AND SALES INC	ALGONQUIN	05/24/22	Processed	1,735.50	USD
171545	10	21264		FASTSIGNS OF CARPENTERSVIL	CARPENTERSVILLE	05/24/22	Processed	280.76	USD
171546	10	17404	REM	FERGUSON ENTERPRISES #1550	CHICAGO	05/24/22	Processed	2,144.97	USD
171547	10	20992	REM2	FERGUSON ENTERPRISES 1550	CHICAGO	05/24/22	Processed	1,624.15	USD
171548	10	11664		FISHER PIANO SERVICE	CRYSTAL LAKE	05/24/22	Processed	120.00	USD
171549	10	15483		SHEILA FITZPATRICK	CARPENTERSVILLE	05/24/22	Processed	26.85	USD
171550	10	408	REM	FLINN SCIENTIFIC INC	CHICAGO	05/24/22	Processed	799.52	USD
171551	10	2919	REM1	THE FLOLO CORPORATION	WEST CHICAGO	05/24/22	Processed	6,429.62	USD
171552	10	21609	REM	FOLLETT CONTENT SOLUTIONS	CHICAGO	05/24/22	Processed	349.12	USD
171553	10	17269	REM1	FOLLETT SCHOOL SOLUTIONS I	CHICAGO	05/24/22	Processed	4,940.74	USD
171554	10	12254		PATRICIA FREEMAN	ALGONQUIN	05/24/22	Processed	45.65	USD
171555	10	9935	REM2	THE GRAPHIC EDGE LLC	CHICAGO	05/24/22	Processed	3,103.02	USD
171556	10	16237	REM1	ACCO BRANDS USA LLC	DALLAS	05/24/22	Processed	176.00	USD
171557	10	19922		EMMA GENTILE	CARPENTERSVILLE	05/24/22	Processed	7.02	USD
171558	10	21422		GLENBROOK HIGH SCHOOL DIST	GLENVIEW	05/24/22	Processed	900.00	USD
171559	10	7269	REM1	ADVENTIST GLENOAKS	GLENDALE HEIGHTS	05/24/22	Processed	2,801.74	USD
171560	10	7269	REM3	AMITA GLENOAKS SCHOOL - P	GLENDALE HEIGHTS	05/24/22	Processed	8,328.08	USD
171561	10	19940		GO EARN IT	HOLLY HILL	05/24/22	Processed	1,840.00	USD
171562	10	1237	REM	GOPHER SPORT	MINNEAPOLIS	05/24/22	Processed	147.50	USD
171563	10	19162	REM	GORDON FOOD SERVICE INC	CHICAGO	05/24/22	Processed	3,812.00	USD
171564	10	21653		TIMOTHY GORSKI	ALGONQUIN	05/24/22	Processed	150.00	USD
171565	10	2580	REM	GRAINGER	PALATINE	05/24/22	Processed	10,050.13	USD
171566	10	9510		GRIZZLY INDUSTRIAL	BELLINGHAM	05/24/22	Processed	681.49	USD
171567	10	11404		KIRT GROCHOWSKI	CRYSTAL LAKE	05/24/22	Processed	226.26	USD
171568	10	19376	REM3	GROOT INC	PITTSBURGH	05/24/22	Processed	14,469.12	USD
171569	10	9713	REM1	GUSTAVE A LARSON COMPANY	Chicago	05/24/22	Processed	317.31	USD
171570	10	9599		HEATHER HAWKINS	WEST DUNDEE	05/24/22	Processed	20.51	USD
171571	10	16388		HEARTSPRING INC	WICHITA	05/24/22	Processed	23,157.84	USD
171572	10	20907		HEIDI LERETTE-KAUFFMAN	BATAVIA	05/24/22	Processed	197.77	USD
171573	10	20878		HELPING HAND CENTER	COUNTRYSIDE	05/24/22	Processed	6,893.96	USD
171574	10	20267		PATRICIA HENNESSY	CARPENTERSVILLE	05/24/22	Processed	16.98	USD
171575	10	19736	REM1	ILLINOIS SCHOOL SERVICE	DEKALB	05/24/22	Processed	0.00	USD
171576	10	19736	REM2	HERFF JONES LLC	CHICAGO	05/24/22	Processed	3,549.50	USD
171577	10	9971	REM	HERITAGE CRYSTAL LLC	CHICAGO	05/24/22	Processed	8,440.00	USD
171578	10	7848		HERSEY HIGH SCHOOL	ARLINGTON HEIGHTS	05/24/22	Processed	100.00	USD
171579	10	13989	REM	HOBART SERVICES	CAROL STREAM	05/24/22	Processed	584.08	USD
171580	10	6079	REM4	HOME DEPOT CREDIT SERVICES	LOUISVILLE	05/24/22	Processed	677.00	USD
171581	10	21439		HULINGS AND ASSOCIATES LLC	SPRING LAKE	05/24/22	Processed	1,566.00	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
171582	10	3731		IAASE	GRANITE CITY	05/24/22	Processed	25.00	USD
171583	10	20040	REM2	IDESIGN USA CORP	BUFFALO	05/24/22	Processed	237.00	USD
171584	10	8030		IDPH - VISION & HEARING -	SPRINGFIELD	05/24/22	Processed	480.00	USD
171585	10	17558		ILLINOIS PARENT EDUCATION	EAST DUNDEE	05/24/22	Processed	2,300.00	USD
171586	10	4602		ILLINOIS PRINCIPALS ASSOCI	SPRINGFIELD	05/24/22	Processed	299.00	USD
171587	10	4810		ILLINOIS SCHOOL SERVICES	DEKALB	05/24/22	Processed	306.75	USD
171588	10	19339		INFINITY TRANSPORTATION MA	DES PLAINES	05/24/22	Processed	2,113.27	USD
171589	10	19804	REM2	INTELLIAS INC	ALLEN	05/24/22	Processed	14,985.00	USD
171590	10	17743	REM	INTERNATIONAL PAPER	CHICAGO	05/24/22	Processed	65.00	USD
171591	10	21645		DANIEL IZBICKI	SLEEPY HOLLOW	05/24/22	Processed	208.26	USD
171592	10	8696		JACOBS BOOSTER CLUB	ALGONQUIN	05/24/22	Processed	56.00	USD
171593	10	9921		MICHAEL JAKUBOWSKI	PINGREE GROVE	05/24/22	Processed	83.48	USD
171594	10	19784	REM3	JAMF SOFTWARE LLC	CHICAGO	05/24/22	Processed	17.36	USD
171595	10	21418		JF CONSULTING 12	HANOVER PARK	05/24/22	Processed	286.00	USD
171596	10	20008		MARTA JIMENEZ ALFARO	ALGONQUIN	05/24/22	Processed	21.21	USD
171597	10	18487		CORIE JOBST	GILBERTS	05/24/22	Processed	70.68	USD
171598	10	10904	REM1	JOHNSON CONTROLS	DALLAS	05/24/22	Processed	1,817.97	USD
171599	10	19104		JANE JOYCE	HAMPSHIRE	05/24/22	Processed	16.38	USD
171600	10	20086	REM1	KANE COUNTY TREASURER	GENEVA	05/24/22	Processed	243.01	USD
171601	10	3957	REM2	KANE COUNTY REGIONAL OFFIC	GENEVA	05/24/22	Processed	350.00	USD
171602	10	17106	REM	KARCHER NORTH AMERICA	PALATINE	05/24/22	Processed	7,381.50	USD
171603	10	21337	REM	KELLY SERVICES INC	CHICAGO	05/24/22	Processed	19,836.13	USD
171604	10	21373		KEM VENTURES INC DBA BIG G	DAVIS	05/24/22	Processed	79.90	USD
171605	10	21099		NICOLE KENNEDY	CRYSTAL LAKE	05/24/22	Processed	19.42	USD
171606	10	16579		KINASTHETICS INC	ARLINGTON HEIGHTS	05/24/22	Processed	4,580.00	USD
171607	10	9816	REM2	KINSEY	GLEN ELLYN	05/24/22	Processed	8,606.36	USD
171608	10	21450		KRANZ INC	RACINE	05/24/22	Processed	8,291.92	USD
171609	10	19793		KRIHA BOUCEK LLC	OAKBROOK TERRACE	05/24/22	Processed	5,350.00	USD
171610	10	20786		COURTNEY KUZYNOWSKI	WOODSTOCK	05/24/22	Processed	57.98	USD
171611	10	8206		LAKE COOK DISTRIBUTORS INC	WAUCONDA	05/24/22	Processed	1,760.86	USD
171612	10	1504		LAKESHORE LEARNING MATERIA	CARSON	05/24/22	Processed	5,903.64	USD
171613	10	13516		LEARNING A-Z	TUCSON	05/24/22	Processed	125.00	USD
171614	10	20295		LED RITE LLC	HAMPSHIRE	05/24/22	Processed	3,408.00	USD
171615	10	11613	REM5	NAPERVILLE PSYCHIATRIC VEN	CHICAGO	05/24/22	Processed	748.80	USD
171616	10	19979		LORITO BOOKS INC	ARVADA	05/24/22	Processed	362.64	USD
171617	10	13796		SHARON LOUIS	HAMPSHIRE	05/24/22	Processed	32.76	USD
171618	10	9446		LOYOLA ACADEMY	WILMETTE	05/24/22	Processed	725.00	USD
171619	10	14423		DEBORAH LUPA	CARPENTERSVILLE	05/24/22	Processed	22.04	USD
171620	10	11596		AMY LUTES	HAMPSHIRE	05/24/22	Processed	87.76	USD
171621	10	7307		MCHENRY COMMUNITY HIGH SCH	MCHENRY	05/24/22	Processed	800.00	USD
171622	10	20480	REM	SHANNON TAMPA	ALGONQUIN	05/24/22	Processed	1,200.00	USD
171623	10	7671	REM	MICHAEL'S UNIFORM CO.	RIVER GROVE	05/24/22	Processed	445.46	USD
171624	10	529		MID VALLEY GLASS AND SERVI	EAST DUNDEE	05/24/22	Processed	581.00	USD
171625	10	741	REM	MIDLAND PAPER	CHICAGO	05/24/22	Processed	5,326.00	USD
171626	10	8084		MIDWEST COMPUTER PRODUCTS	WEST CHICAGO	05/24/22	Processed	1,851.27	USD
171627	10	20763	REM	MILLER COOPER & CO LTD	CAROL STREAM	05/24/22	Processed	500.00	USD
171628	10	11777	REM3	MOBILE MINI	DALLAS	05/24/22	Processed	286.72	USD
171629	10	19691		MOHAWK USA LLC	NEW MILFORD	05/24/22	Processed	25,278.93	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
171630	10	20804	ACH	ANTOINETTE MORALES c/o	ELGIN	05/24/22	Processed	3,000.00	USD
171631	10	13143	REM2	MSC INDUSTRIAL SUPPLY	ST LOUIS	05/24/22	Processed	2,351.60	USD
171632	10	92201		NICHOLE MURPHY	ALGONQUIN	05/24/22	Processed	186.13	USD
171633	10	9906	REM4	MUSIC AND ARTS	FREDERICK	05/24/22	Processed	467.00	USD
171634	10	18154		DEBRA McCLOYN	LAKE IN THE HILLS	05/24/22	Processed	79.15	USD
171635	10	59320	REM	NASCO	FORT ATKINSON	05/24/22	Processed	47.60	USD
171636	10	15217	REM	NATIONAL ASSOCIATION OF	SILVER SPRING	05/24/22	Processed	146.00	USD
171637	10	4859	REM2	NEVCO, INC	CHICAGO	05/24/22	Processed	392.83	USD
171638	10	11384		NEW CONNECTIONS ACADEMY	PALATINE	05/24/22	Processed	16,853.94	USD
171639	10	17363		MARIA NIEVES	HAMPSHIRE	05/24/22	Processed	79.02	USD
171640	10	21454		NORTH AMERICAN CORPORATION	GLENVIEW	05/24/22	Processed	1,147.03	USD
171641	10	62530		NORTHWESTERN ILLINOIS ASSO	SYCAMORE	05/24/22	Processed	1,080,489.23	USD
171642	10	17882	REM	NUMOTION	MILWAUKEE	05/24/22	Processed	286.66	USD
171643	10	2701		OAK FIRE & SECURITY SYSTEM	HOMER GLEN	05/24/22	Processed	6,571.00	USD
171644	10	5962		OFFICE DEPOT	CINCINNATI	05/24/22	Processed	49.91	USD
171645	10	9464	REM	ON TARGET SALES	ALGONQUIN	05/24/22	Processed	331.50	USD
171646	10	63671	REM1	ORIENTAL TRADING CO-OTC BR	MINNEAPOLIS	05/24/22	Processed	680.78	USD
171647	10	6938	REM5	PADDOCK PUBLICATIONS INC	CAROL STREAM	05/24/22	Processed	42.55	USD
171648	10	21060		PANERA BREAD COMPANY	ST LOUIS	05/24/22	Processed	641.78	USD
171649	10	15388	REM	PARKLAND PREPARATORY ACADE	BARTLETT	05/24/22	Processed	107,144.44	USD
171650	10	15987		PAULY'S CUSTOM APPAREL COM	CRYSTAL LAKE	05/24/22	Processed	1,049.85	USD
171651	10	65470	REM	PETERSEN FUELS INC.	HAMPSHIRE	05/24/22	Processed	111.83	USD
171652	10	14290		DEBRA PETERSON	ALGONQUIN	05/24/22	Processed	48.96	USD
171653	10	20371	REM	PLAGIX LLC	LOS ANGELES	05/24/22	Processed	10,080.00	USD
171654	10	12591		PLAINFIELD SCHOOL DISTRICT	PLAINFIELD	05/24/22	Processed	500.00	USD
171655	10	20035	REM	PLANTE & MORAN PLLC	CHICAGO	05/24/22	Processed	3,000.00	USD
171656	10	19649	REM	PLAYPOSIT	GALESVILLE	05/24/22	Processed	34,500.00	USD
171657	10	18044	REM2	PORTER PIPE AND SUPPLY CO	CAROL STREAM	05/24/22	Processed	910.84	USD
171658	10	2042	REM3	POSITIVE PROMOTIONS	NEWARK	05/24/22	Processed	402.39	USD
171659	10	20751		POSTAL SOURCE	DAVENPORT	05/24/22	Processed	458.90	USD
171660	10	18854	REM1	POWER DISTRIBUTORS LLC	PITTSBURGH	05/24/22	Processed	1,923.29	USD
171661	10	18018		MICHAEL POWERS	BATAVIA	05/24/22	Processed	39.00	USD
171662	10	19181	REM	POWERSCHOOL GROUP LLC	LOS ANGELES	05/24/22	Processed	30,712.50	USD
171663	10	20101		PRINT TRANSFORMATIONS	CEDAR FALLS	05/24/22	Processed	2,281.50	USD
171664	10	9764		PRO-SOURCE DISTRIBUTORS	ROCKFORD	05/24/22	Processed	4,484.24	USD
171665	10	17187	REM	PROGRESSIVE PEDIATRICS THE	NORTHBROOK	05/24/22	Processed	187.51	USD
171666	10	71560	REM7	ASCENSION ILLINOIS	BOLINGBROOK	05/24/22	Processed	827.69	USD
171667	10	19238		PUSHCOIN	GENEVA	05/24/22	Processed	2,597.12	USD
171668	10	9760		PYRAMID SCHOOL PRODUCTS	TAMPA	05/24/22	Processed	534.12	USD
171669	10	6378	REM1	REALLY GOOD STUFF	CHICAGO	05/24/22	Processed	999.69	USD
171670	10	12851		DAWN REIG	WEST DUNDEE	05/24/22	Processed	77.96	USD
171671	10	13155	REM2	REINDERS, INC	MILWAUKEE	05/24/22	Processed	83.88	USD
171672	10	8648		RENAISSANCE COMMUNICATION	FRANKLIN PARK	05/24/22	Processed	1,885.33	USD
171673	10	15920	REM1	RICOH USA, Inc.	CHICAGO	05/24/22	Processed	559.20	USD
171674	10	21280		RIDGEWOOD HIGH DISTRICT 23	NORRIDGE	05/24/22	Processed	250.00	USD
171675	10	2756	REM2	RIFTON EQUIPMENT	RIFTON	05/24/22	Processed	306.00	USD
171676	10	21569		BRANDON RODRIGUEZ	CARPENTERSVILLE	05/24/22	Processed	105.45	USD
171677	10	17806		ROGUE FITNESS	COLUMBUS	05/24/22	Processed	1,309.00	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
171678	10	18720		HILDA ROMAN	LAKE IN THE HILLS	05/24/22	Processed	58.97	USD
171679	10	93139		SONJA RUSSELL	GILBERTS	05/24/22	Processed	56.21	USD
171680	10	16272	REM2	RUSSO POWER EQUIPMENT	ELGIN	05/24/22	Processed	1,798.44	USD
171681	10	6522		S.A.N.E.	HAMILTON	05/24/22	Processed	444.92	USD
171682	10	19054		CINDY SALGADO	PINGREE GROVE	05/24/22	Processed	52.49	USD
171683	10	20862	REM	SCENARIO LEARNING LLC	DALLAS	05/24/22	Processed	2,042.25	USD
171684	10	20754		RACHEL SCHILLING	GENEVA	05/24/22	Processed	375.00	USD
171685	10	6474	REM5	SCHOLASTIC INC	CINCINNATI	05/24/22	Processed	69,300.00	USD
171686	10	6474	REM6	SCHOLASTIC INC	CINCINNATI	05/24/22	Processed	1,132.31	USD
171687	10	4234	REM	SCHOOL HEALTH CORP	CHICAGO	05/24/22	Processed	44.34	USD
171688	10	21002	REM1	SCHOOL SPECIALTY LLC	PHILADELPHIA	05/24/22	Processed	13,860.64	USD
171689	10	21033	REM	SCHOOLBELLS LTD	HUNTLEY	05/24/22	Processed	10,908.00	USD
171690	10	7546		SCHWEIHS DEBRA	CRYSTAL LAKE	05/24/22	Processed	150.00	USD
171691	10	91035		LYNN SEAGER	GILBERTS	05/24/22	Processed	92.43	USD
171692	10	17316	REM	SEAL OF ILLINOIS	PALATINE	05/24/22	Processed	69,294.42	USD
171693	10	20583		SECOND CHANCE CARDIAC SOLU	YORKVILLE	05/24/22	Processed	847.90	USD
171694	10	13593		VINCENT SERRITELLA	ELK GROVE VILLAGE	05/24/22	Processed	120.56	USD
171695	10	20181		MATTHEW SHEPPARD	CRETE	05/24/22	Processed	450.00	USD
171696	10	21498		SHRUB OAK INTERNATIONAL SC	MOHEGAN LAKE	05/24/22	Processed	44,641.25	USD
171697	10	13013		VINCE SIFUENTES JR	CARPENTERSVILLE	05/24/22	Processed	95.58	USD
171698	10	9214	REM2	MELISSA SIGLER OD	PLAINFIELD	05/24/22	Processed	440.00	USD
171699	10	15165	REM2	SITEONE LANDSCAPE SUPPLY L	CHICAGO	05/24/22	Processed	1,763.75	USD
171700	10	76180	REM	SNAP-ON INDUSTRIAL	CHICAGO	05/24/22	Processed	2,028.23	USD
171701	10	4368		SOLUTION TREE	BLOOMINGTON	05/24/22	Processed	45.95	USD
171702	10	16891	REM3	SPECIAL EDUCATION SERVICES	CHICAGO	05/24/22	Processed	7,251.73	USD
171703	10	20595	REM	SPECIAL EDUCATION SYSTEMS	CHICAGO	05/24/22	Processed	775.58	USD
171704	10	20595	REM1	SPECIAL EDUCATION SYSTEM	CHICAGO	05/24/22	Processed	6,650.00	USD
171705	10	20870		SPEECHGEAR	NORTHFIELD	05/24/22	Processed	16,800.00	USD
171706	10	14188	REM3	STAPLES ADVANTAGE	DALLAS	05/24/22	Processed	652.40	USD
171707	10	4599	REM5	STATE FIRE MARSHAL	SPRINGFIELD	05/24/22	Processed	75.00	USD
171708	10	78395	REM	STEINER ELECTRIC CO.	CHICAGO	05/24/22	Processed	193.65	USD
171709	10	18928		STEVE WEISS MUSIC INC	WILLOW GROVE	05/24/22	Processed	621.00	USD
171710	10	616	REM1	STREAMWOOD BEHAVIORAL HEAL	STREAMWOOD	05/24/22	Processed	469.77	USD
171711	10	616	REM3	INNOVATIONS ACADEMY	STREAMWOOD	05/24/22	Processed	15,462.46	USD
171712	10	20991		STRUT AND SUPPLY, INC	BARRINGTON	05/24/22	Processed	930.56	USD
171713	10	79000		SUMMIT SCHOOL INC	ELGIN	05/24/22	Processed	26,768.34	USD
171714	10	16929	REM	SUN MOUNTAIN	MISSOULA	05/24/22	Processed	0.00	USD
171715	10	10537	REM2	SWEETWATER EDUCATION	FORT WAYNE	05/24/22	Processed	3,021.94	USD
171716	10	19148		T S LIVINGSTON INC	NORTH AURORA	05/24/22	Processed	1,012.50	USD
171717	10	15594		TALKTOOLS LLC	CHARLESTON	05/24/22	Processed	665.79	USD
171718	10	21507		THE AWARD FACTORY RAPID RI	GOSHEN	05/24/22	Processed	166.00	USD
171719	10	18398		THE BLING BOSS	HAMPSHIRE	05/24/22	Processed	1,239.00	USD
171720	10	18998	REM1	THE HORTON GROUP INC	CHICAGO	05/24/22	Processed	7,000.00	USD
171721	10	17068		THE RESPONSIVE MAILROOM IN	ELGIN	05/24/22	Processed	38.00	USD
171722	10	1897		THOMPSON ELEVATOR INSPECTI	MT PROSPECT	05/24/22	Processed	100.00	USD
171723	10	9467	REM5	THRESHOLDS	CHICAGO	05/24/22	Processed	17,292.50	USD
171724	10	21326		ELEANOR TIBBOTT	SCHAUMBURG	05/24/22	Processed	99.41	USD
171725	10	21070	REM	TILL360, LLC	NEW YORK	05/24/22	Processed	144.57	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
171726	10	2337		TOLEDO P.E. SUPPLY COMPANY	TOLEDO	05/24/22	Processed	663.06	USD
171727	10	21220	REM1	TOOLS FOR SCHOOLS INC	PALATINE	05/24/22	Processed	27,000.00	USD
171728	10	14457		TRAINING CONCEPTS INC	SOUTH HOLLAND	05/24/22	Processed	250.00	USD
171729	10	713	REM2	TRANE US INC	CHICAGO	05/24/22	Processed	6,276.92	USD
171730	10	16597		TRIAD CUSD #2	TROY	05/24/22	Processed	75.00	USD
171731	10	11020	REM3	TRINITY LANDSCAPE	CARPENTERSVILLE	05/24/22	Processed	19,938.16	USD
171732	10	12213		TROPHIES BY GEORGE	BARTLETT	05/24/22	Processed	113.80	USD
171733	10	19762	REM	TYPINGCLUB	WASHINGTON	05/24/22	Processed	25,830.00	USD
171734	10	20780		USA CLEAN	DECATUR	05/24/22	Processed	89.59	USD
171735	10	16944		VAN GALDER BUS COMPANY	JANESVILLE	05/24/22	Processed	2,550.00	USD
171736	10	4967		VERNIER	BEAVERTON	05/24/22	Processed	1,412.00	USD
171737	10	10717	REM2	VILLAGE OF GILBERTS	GILBERTS	05/24/22	Processed	748.00	USD
171738	10	38500	REM	VILLAGE OF HAMPSHIRE	HAMPSHIRE	05/24/22	Processed	6,718.86	USD
171739	10	75970	REM1	VILLAGE OF SLEEPY HOLLOW	SLEEPY HOLLOW	05/24/22	Processed	985.82	USD
171740	10	87220	REM3	VILLAGE OF WEST DUNDEE	WEST DUNDEE	05/24/22	Processed	3,458.42	USD
171741	10	9106		JOHN VITO	MARENGO	05/24/22	Processed	364.00	USD
171742	10	20577		VIVACITY TECH PBC	SAINT PAUL	05/24/22	Processed	33,930.60	USD
171743	10	18131		PATRICIA WALSH	CRYSTAL LAKE	05/24/22	Processed	38.64	USD
171744	10	86470	REM1	VWR INTL aka Wards Natural	PITTSBURGH	05/24/22	Processed	.64	USD
171745	10	18698	REM3	CARDUNAL OFFICE SUPPLY	CHICAGO	05/24/22	Processed	79.46	USD
171746	10	20434		RACQUEL WASHINGTON	LAKE IN THE HILLS	05/24/22	Processed	89.55	USD
171747	10	16153		WATER SERVICES CO	ELGIN	05/24/22	Processed	220.00	USD
171748	10	6808	REM1	WEATHERGUARD ROOFING COMPA	ELGIN	05/24/22	Processed	3,198.57	USD
171749	10	21610		MOLLY WEBB	CRYSTAL LAKE	05/24/22	Processed	16.91	USD
171750	10	90879		SHELLY WEINANDY	LAKE IN THE HILLS	05/24/22	Processed	18.72	USD
171751	10	13491		ANN WENZEL	CARPENTERSVILLE	05/24/22	Processed	27.43	USD
171752	10	19045	REM2	THOMSON REUTERS - WEST	CAROL STREAM	05/24/22	Processed	876.38	USD
171753	10	7040		WEST SIDE ELECTRIC SUPPLY	SOUTH ELGIN	05/24/22	Processed	68.55	USD
171754	10	21275		IAN WESTFALL	ALGONQUIN	05/24/22	Processed	134.82	USD
171755	10	19274	REM	WEVIDEO INC	MOUNTAIN VIEW	05/24/22	Processed	32,270.49	USD
171756	10	21032		MELISSA WOLSKI	ELBURN	05/24/22	Processed	37.86	USD
171757	10	19898		KATHRYN WOOD	HANOVER PARK	05/24/22	Processed	85.97	USD
171758	10	92641		LAURA WOOLF	POPLAR GROVE	05/24/22	Processed	41.42	USD
171759	10	9184	REM	WORLD BOOK INC.	LOUISVILLE	05/24/22	Processed	9,812.00	USD
171760	10	18051		JILL ZYER	HAMPSHIRE	05/24/22	Processed	53.64	USD

*** Payment Code MHC Totals

Total Open Payments	275	2,498,749.88
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
1082	10	9103	REM3	COMCAST	PHILADELPHIA	05/24/22	Processed	7,500.00	USD
1083	10	9801	REM8	PITNEY BOWES	PITTSBURGH	05/24/22	Processed	123.49	USD
1084	10	18892	REM2	RAPTOR TECHNOLOGIES LLC	HOUSTON	05/24/22	Processed	300.00	USD
1085	10	20647		SMITHEREEN COMPANY	NILES	05/24/22	Processed	910.00	USD
1086	10	6404	REM3	VERIZON WIRELESS	NEWARK	05/24/22	Processed	28,525.49	USD

*** Payment Code PCD Totals

Total Open Payments	5	37,358.98
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
3387	10	2747		HORACE MANN INSURANCE COMP	SPRINGFIELD	05/24/22	Processed	1,629.00	USD
3388	10	42320	REM3	ILLINOIS DEPARTMENT OF	SPRINGFIELD	05/24/22	Processed	8,016.00	USD
3389	10	12028		NORTHERN KANE EDUCATIONAL	PINGREE GROVE	05/24/22	Processed	1,946,904.38	USD

*** Payment Code WIR Totals		
Total Open Payments	3	1,956,549.38
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	296	7,135,618.37
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	296	7,135,618.37
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 05/18/22 JOB SUBMISSION PARAMETERS
Time: 16:47

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
171485	10	2469	REM3	VILLAGE OF CARPENTERSVILLE	CARPENTERSVILLE	05/18/22	Processed	14,470.05	USD

*** Payment Code MHC Totals

Total Open Payments	1	14,470.05
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	1	14,470.05
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	1	14,470.05
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 05/17/22 JOB SUBMISSION PARAMETERS
Time: 17:14

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
171378	10	16093		DAVID C ACCARDI	LAKE IN THE HILLS	05/17/22	Processed	68.00	USD
171379	10	10664		CHRISTOPHER AVILA	HUNTLEY	05/17/22	Processed	65.00	USD
171380	10	21619		GARY BABBITT	BELVIDERE	05/17/22	Processed	632.00	USD
171381	10	13456		RANDY BAIER	GARDEN PRAIRIE	05/17/22	Processed	65.00	USD
171382	10	8788		DONALD BECKER	ELIGN	05/17/22	Processed	124.00	USD
171383	10	10953		FRED C BRACH SR	ELGIN	05/17/22	Processed	65.00	USD
171384	10	7412		ROBERT W BROCK	HAMPSHIRE	05/17/22	Processed	65.00	USD
171385	10	8807		STEWART BROWN	WOODSTOCK	05/17/22	Processed	55.00	USD
171386	10	19997		JOHN BURNETT	ELGIN	05/17/22	Processed	238.00	USD
171387	10	14827		SCOTT CHOKLAD	CRYSTAL LAKE	05/17/22	Processed	65.00	USD
171388	10	8827		MICHAEL CUMMINGS	ELGIN	05/17/22	Processed	65.00	USD
171389	10	21612		MEKLPSA M DAHMANE	CRYSTAL LAKE	05/17/22	Processed	185.00	USD
171390	10	18604		JAMES DAVID DESHAZO	ROSCOE	05/17/22	Processed	65.00	USD
171391	10	21107		ADRIAN DOBRINCU	HOFFMAN ESTATES	05/17/22	Processed	230.00	USD
171392	10	19965		ORLANDO DOBRINCU	HOFFMAN ESTATES	05/17/22	Processed	185.00	USD
171393	10	21611		COLIN M DUBIN	ELGIN	05/17/22	Processed	310.00	USD
171394	10	10124		JON EHLERT	GENEVA	05/17/22	Processed	62.00	USD
171395	10	14375		RAUL FARFAN	ELGIN	05/17/22	Processed	55.00	USD
171396	10	14635		RICH FEISS	ST. CHARLES	05/17/22	Processed	252.00	USD
171397	10	21641		JAMES FENNIG	CARY	05/17/22	Processed	62.00	USD
171398	10	15143		JOHN J FLYNN JR	HANOVER PARK	05/17/22	Processed	65.00	USD
171399	10	21186		WILLIAM FORDE	ARLINGTON HEIGHTS	05/17/22	Processed	194.00	USD
171400	10	17629		JAMES FRANKLIN	HOFFMAN ESTATES	05/17/22	Processed	110.00	USD
171401	10	5586		VICTOR S FREUND	MCHENRY	05/17/22	Processed	65.00	USD
171402	10	15692		TREVOR FULK	LAKE IN THE HILLS	05/17/22	Processed	65.00	USD
171403	10	10969		STEPHEN GAMBLE	ELGIN	05/17/22	Processed	65.00	USD
171404	10	15453		CLARK GARLOCK	PALATINE	05/17/22	Processed	65.00	USD
171405	10	21386		ANTHONY GASCA	ELGIN	05/17/22	Processed	126.00	USD
171406	10	15489		LAWRENCE GENGE	LIBERTYVILLE	05/17/22	Processed	144.00	USD
171407	10	21648		LOGAN GOOD	BURLINGTON	05/17/22	Processed	186.00	USD
171408	10	10684		JEFF GOODLOVE	ELGIN	05/17/22	Processed	65.00	USD
171409	10	17297		TIMOTHY GORAJ	HUNTLEY	05/17/22	Processed	195.00	USD
171410	10	21659		TYLER GRIMM	KINGSTON	05/17/22	Processed	62.00	USD
171411	10	21643		KEVIN HARANG	ARLINGTON HEIGHTS	05/17/22	Processed	65.00	USD
171412	10	10960		DENNIS D HEINS	MALTA	05/17/22	Processed	65.00	USD
171413	10	20728		MITCHELL HELM	CRYSTAL LAKE	05/17/22	Processed	195.00	USD
171414	10	21628		JAVIER HERNANDEZ JR	ELGIN	05/17/22	Processed	120.00	USD
171415	10	13406		JOHN HOBSCHEID	ROSELLE	05/17/22	Processed	65.00	USD
171416	10	16048		CHRISTOPHER P HOMMOWUN	HOFFMAN ESTATES	05/17/22	Processed	65.00	USD
171417	10	14931		RUSSELL D HOWARD	HUNTLEY	05/17/22	Processed	65.00	USD
171418	10	21649		THOMAS A HUELS	STEWARD	05/17/22	Processed	124.00	USD
171419	10	14020		JAMES A JABLONSKI	LAKE IN THE HILLS	05/17/22	Processed	65.00	USD
171420	10	11057		TIM JACKSON	WAUCONDA	05/17/22	Processed	120.00	USD
171421	10	19636		ERIK JOHNSON	PINGREE GROVE	05/17/22	Processed	185.00	USD
171422	10	14021		LARRY JOHNSON	ALGONQUIN	05/17/22	Processed	62.00	USD
171423	10	16996		JAMES H KARKOW	MCHENRY	05/17/22	Processed	65.00	USD
171424	10	21651		AUSTIN KEMPF	CRYSTAL LAKE	05/17/22	Processed	124.00	USD
171425	10	13363		JOSEPH KIELBASA	CRYSTAL LAKE	05/17/22	Processed	207.00	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
171426	10	11735		MIKE KLIPSTEIN	LAKEMOOR	05/17/22	Processed	65.00	USD
171427	10	8886		DENNIS KNEIP	HAMPSHIRE	05/17/22	Processed	62.00	USD
171428	10	17948		DAVID KOELPER	CARPENTERSVILLE	05/17/22	Processed	128.00	USD
171429	10	5035		TOM KOHLER	ELGIN	05/17/22	Processed	306.00	USD
171430	10	21608		ERIK KRASZEWSKI	HAMPSHIRE	05/17/22	Processed	186.00	USD
171431	10	11134		DANIEL J KRUEGER	HOFFMAN ESTATES	05/17/22	Processed	130.00	USD
171432	10	10154		KEVIN LUPKER	BELOIT	05/17/22	Processed	65.00	USD
171433	10	21207		MICHAEL J LUPO	HUNTLEY	05/17/22	Processed	62.00	USD
171434	10	15576		MACHESKY DENNIS J	CRYSTAL LAKE	05/17/22	Processed	130.00	USD
171435	10	11135		TIMOTHY MCMAHON	LAKE IN THE HILLS	05/17/22	Processed	65.00	USD
171436	10	8932		KEVIN T MOORE	ELGIN	05/17/22	Processed	130.00	USD
171437	10	11733		EUGENE MROZ	GENEVA	05/17/22	Processed	130.00	USD
171438	10	21642		MICHAEL MURPHY	ROCKFORD	05/17/22	Processed	210.00	USD
171439	10	9558		RICK NAATZ	ALGONQUIN	05/17/22	Processed	65.00	USD
171440	10	17937		BRADLEY NELSON	WOODSTOCK	05/17/22	Processed	204.00	USD
171441	10	21592		MATTHEW NOWAK	BARTLETTT	05/17/22	Processed	292.00	USD
171442	10	10164		WILLIAM E ORRIS JR	OAKWOOD HILLS	05/17/22	Processed	65.00	USD
171443	10	16025		MARIO A ORTIZ	ELGIN	05/17/22	Processed	126.00	USD
171444	10	18586		CHRIS PACANA	ALGONQUIN	05/17/22	Processed	65.00	USD
171445	10	20232		DIMITRIOS PANAGIOTIDIS	DES PLAINES	05/17/22	Processed	130.00	USD
171446	10	15107		DAVID PETROSKY	HANOVER PARK	05/17/22	Processed	55.00	USD
171447	10	14782		BOB POPE	KINGSTON	05/17/22	Processed	124.00	USD
171448	10	21330		LAKASZ PRUS	CRYSTAL LAKE	05/17/22	Processed	65.00	USD
171449	10	17551		RICHARD QUATHAMER	ELGIN	05/17/22	Processed	130.00	USD
171450	10	21658		RAIDEN HOSHINA	ELGIN	05/17/22	Processed	124.00	USD
171451	10	17603		CHAD RASMUSSEN	CARPENTERSVILLE	05/17/22	Processed	195.00	USD
171452	10	13960		FRANK WAYNE REES	CRYSTAL LAKE	05/17/22	Processed	65.00	USD
171453	10	21664		JOSEPH A REINHOFER	ELMHURST	05/17/22	Processed	110.00	USD
171454	10	14042		MIKE RICHOLSEN	DAVIS JUNCTION	05/17/22	Processed	65.00	USD
171455	10	14785		RAFAEL RIVERA JR	LAKE IN THE HILLS	05/17/22	Processed	130.00	USD
171456	10	17990		MICHAEL RUSSO	LOVES PARK	05/17/22	Processed	130.00	USD
171457	10	21209		DUSTIN SARDELLI	WOODSTOCK	05/17/22	Processed	303.00	USD
171458	10	10510		JAMES A SCHEVERS	CRYSTAL LAKE	05/17/22	Processed	390.00	USD
171459	10	13367		MIKE SCHMICKLEY	ALGONQUIN	05/17/22	Processed	185.00	USD
171460	10	17371		MARK E SCHOENBORN	ELGIN	05/17/22	Processed	175.00	USD
171461	10	15065		ROBERT J SHEA	ALGONQUIN	05/17/22	Processed	275.00	USD
171462	10	8967		TIMOTHY SIPES	BATAVIA	05/17/22	Processed	62.00	USD
171463	10	21340		PHIL SIRAGUSA	SYCAMORE	05/17/22	Processed	55.00	USD
171464	10	16661		THEODORE E SIWEK	WOODSTOCK	05/17/22	Processed	192.00	USD
171465	10	10255		ALLAN SMIGIEL	HUNTLEY	05/17/22	Processed	257.00	USD
171466	10	8973		ROBERT LEE SPOONER	LAKE IN THE HILLS	05/17/22	Processed	195.00	USD
171467	10	17982		KEN STERLING	KIRKLAND	05/17/22	Processed	65.00	USD
171468	10	18845		JAMES SWIDERSKI	WAUCONDA	05/17/22	Processed	126.00	USD
171469	10	14430		DAVID TAYLOR	WOODSTOCK	05/17/22	Processed	65.00	USD
171470	10	21627		MICHAEL TERMINI	HAMPSHIRE	05/17/22	Processed	124.00	USD
171471	10	21655		ROGER DAVID THAYER	CRYSTAL LAKE	05/17/22	Processed	175.00	USD
171472	10	11195		KEN VALENTINE	LOVES PARK	05/17/22	Processed	110.00	USD
171473	10	15743		JAMES M VENTRONE	PORT BARRINGTON	05/17/22	Processed	185.00	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
171474	10	21637		CRISTO VARELA VIVEROS	CARPENTERSVILLE	05/17/22	Processed	175.00	USD
171475	10	20220		MICHAEL I WARREN	MCHENRY	05/17/22	Processed	189.00	USD
171476	10	9552		JERRY WATTERS	ALGONQUIN	05/17/22	Processed	350.00	USD
171477	10	19614		THEODORE WEST	ELGIN	05/17/22	Processed	65.00	USD
171478	10	17023		MIKE WILMOT	WOODSTOCK	05/17/22	Processed	130.00	USD
171479	10	12277		KIRK WINKLER	FREEPORT	05/17/22	Processed	65.00	USD
171480	10	10594		JAMES WOODWARD	KIRKLAND	05/17/22	Processed	125.00	USD
171481	10	12581		MICHAEL WOZNY	LAKEWOOD	05/17/22	Processed	260.00	USD
171482	10	16673		JOSEPH W WROBLESKI	SOUTH ELGIN	05/17/22	Processed	195.00	USD
171483	10	19886		RICHARD R ZAWISLAK	SOUTH ELGIN	05/17/22	Processed	120.00	USD
171484	10	19857		ERIC ZEITLER	CRYSTAL LAKE	05/17/22	Processed	126.00	USD

*** Payment Code MHC Totals		
Total Open Payments	107	14,460.00
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	107	14,460.00
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	107	14,460.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 05/12/22 JOB SUBMISSION PARAMETERS
Time: 14:28

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
171377	10	21480		ROYALE MANAGEMENT GROUP LL	DANA POINT	05/12/22	Processed	1,597.00	USD

*** Payment Code MHC Totals

Total Open Payments	1	1,597.00
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	1	1,597.00
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	1	1,597.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 05/11/22 JOB SUBMISSION PARAMETERS
Time: 11:43

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 MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
171376	10	21639		IGNITE CONSULTING	GIG HARBOR	05/11/22	Processed	97,250.00	USD

*** Payment Code MHC Totals

Total Open Payments	1	97,250.00
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	1	97,250.00
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	1	97,250.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Your board package includes the March 2022 Unaudited Treasurer and Financial Report. Report highlights are as follows:

Treasurer Report
As of March 31, 2022, the District had $133,131,088.96 of cash on hand. The cash balance by fund was:

Operating Fund	$ 105,747,078.21
Bond & Interest Fund	192,216.99
Site & Construction Fund	27,191,793.76
Total	**$ 133,131,088.96**

Financial Report Analysis-All Funds
Expenditures- If the District were to spend their dollars evenly each month, expenditures through March should be at 75% 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	64.93%	This fund is on-trend with last year. Teacher and para salaries started August 31, as previous school years wages will accrue in June 2022.
Operations & Maintenance	66.57%	This fund is on-trend.
Bond & Interest	77.00%	The bond & interest fund is used to pay our debt payments which are made in November, December, and July.
Transportation	57.59 %	This fund is on-trend.
IMRF/Social Security	72.45%	This fund is on-trend. Teacher and para salaries started August 31, as previous school years wages will accrue in June 2022
Capital Projects	73.01%	This fund is where we expect it to be.
Tort	99.31%	The tort fund is used to pay our insurance premiums. These premiums are paid in July.

Revenues- the District has received 60.30% of its budgeted revenue compared to 61.08% prior YTD.

Financial Reporting Analysis- Operating Funds
Operating Fund Revenue Summary by Source- 61.33% compared to 62.17% prior YTD-related to student fees

- Local Revenues are at 53.94%;
- State Revenues are on-trend at 73.83% related to an unanticipated increase in the proration of the transportation claim;
- Federal Revenues are on-trend at 78.02% and are in line with federal grant expenditures.

Operating Fund Expenditure Summary by Object- 65.02% compared to 63.13% prior to YTD

- Salaries are at 64.32%- teacher and para salaries started on August 31, as with previous school years, FY2022 wages will accrue in June 2022;
- Benefits are at 61.82%- teacher and para salaries started on August 31, as with previous school years, FY2022 wages will accrue in June 2022;
- Purchase Services are at 72.57%;
- Supplies/Materials are at 61.85%;
- Capital Outlay is at 61.25%;
- Other/Tuition is at 65.44%;
- Non-Capitalized Equipment (any equipment under our $5000 capitalization threshold) is at 43.02%.

Monthly Notes:

- Investment Income is at 6.00% of the budget. Short-term interest rates have started to increase from 0.010% in February to 0.025% in March.
- The Tort Fund has a deficit balance of ($247,706) due to payment of the District insurance premiums for worker's compensation and general liability insurance coverage. As in previous years, property tax collections throughout the year will offset this deficit by the end of the fiscal year. The deficit is covered by a loan from the working cash fund.

COMMUNITY UNIT SCHOOL DISTRICT NO 300
UNAUDITED FINANCIAL REPORT NO. 9
March 31, 2022
May 10, 2022

	ED FUND	O&M FUND	B&I FUND	TRANS FUND	IMRF FUND	S&C FUND	WORKING CASH FUND	TORT FUND	TOTAL
CASH BALANCE February 28, 2022	$ 52,805,909	$ 8,308,722	$ 192,007	$ 6,753,383	$ 4,732,536	$ 28,598,997	$ 38,971,813	$ (404,732)	$ 139,958,636
CASH RECEIPTS	16,641,243	246,794	210	12,154	91	328	846	157,026	$ 17,058,692
CASH DISBURSEMENTS	(19,447,830)	(1,971,373)	-	(511,657)	(547,847)	(1,407,532)	-	-	$ (23,886,240)
CASH BALANCE March 31, 2022	$ 49,999,322	$ 6,584,142	$ 192,217	$ 6,253,880	$ 4,184,780	$ 27,191,794	$ 38,972,660	$ (247,706)	$ 133,131,089
INTERFUND TRANSFERS/LOANS	-	-	-	-	-	-	(247,706)	247,706	-
ENDING CASH BALANCE March 31, 2022	$ 49,999,322	$ 6,584,142	$ 192,217	$ 6,253,880	$ 4,184,780	$ 27,191,794	$ 38,724,954	$ -	$ 133,131,089

INVESTMENT INCOME YEAR TO DATE	$ 19,688

TREASURER'S REPORT FOR THE MONTH OF MARCH 2022

INVESTMENTS AT COST:		$ 133,131,088.96
(See attached schedule for investment detail)		
MONTHLY PAYROLL:		
Educational Fund	$ 12,659,241.67	
O&M Fund	$ 637,361.83	
Transportation Fund	$ 51,153.31	$ 13,347,756.81
PAYROLL RELATED EXPENDITURES:		
(Not reflected in A/P Bill Listing)		
Educational and Transportation Funds;		
Teachers, Retirement System	$ 735,197.02	
Total Teachers, Retirement System		$ 735,197.02
Illinois Municipal Retirement Fund		
IMRF	$ 226,187.40	
FICA	$ 152,894.02	
Medicare	$ 179,756.19	
Total IMRF/FICA/Medicare Fund		$ 558,837.61
Total Payroll and Related Expenditures		$ 14,641,791.44

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 9
March 31, 2022
By Fund, By Object

All Funds	FY22 Budget	FY22 Actual	% of FY22 Budget
Local	220,182,013	117,428,376	53.33%
State	77,438,198	57,170,361	73.83%
Federal	27,440,142	21,409,303	78.02%
Other Source	-	-	
Total Revenues	325,060,353	196,008,040	60.30%
Salaries	170,247,710	109,510,743	64.32%
Benefits	44,480,915	27,497,705	61.82%
Purchased Services	50,262,506	36,468,396	72.56%
Supplies/Materials	12,426,457	7,686,238	61.85%
Capital Outlay	24,693,094	17,904,749	72.51%
Other	42,151,147	31,195,012	74.01%
Non-Capitalized Equipment	3,627,018	1,560,522	43.02%
Total Expenditures	347,888,847	231,823,364	66.64%
Revenues Over Disbursements	(22,828,494)	(35,815,324)	
Other Financing Sources	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	(22,828,494)	(35,815,324)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 9
March 31, 2022
By Fund, By Object

Operating Funds	FY22 Budget	FY22 Actual	% of FY22 Budget
Local	192,705,598	103,938,594	53.94%
State	77,438,198	57,170,361	73.83%
Federal	27,440,142	21,409,303	78.02%
Other Sources	-	-	
Total Revenues	297,583,938	182,518,258	61.33%
Salaries	170,247,710	109,510,743	64.32%
Benefits	44,480,915	27,497,705	61.82%
Purchased Services	50,244,506	36,461,746	72.57%
Supplies/Materials	12,426,457	7,686,238	61.85%
Capital Outlay	1,055,430	646,465	61.25%
Other/Tuition	10,974,098	7,181,422	65.44%
Non-Capitalized Equipment	3,627,018	1,560,522	43.02%
Total Expenditures	293,056,134	190,544,841	65.02%
Revenues Over Disbursements	4,527,804	(8,026,583)	
Other Financing Sources	(3,943,979)	(1,390,801)	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	583,825	(9,417,384)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 9
March 31, 2022
By Fund, By Object

Fund 1-Educational	FY22 Budget	FY22 Actual	% of FY22 Budget
Local	150,369,344	82,609,477	54.94%
State	68,872,932	50,443,111	73.24%
Federal	27,440,142	21,409,303	78.02%
Other Sources	-	-	
Total Revenues	246,682,418	154,461,891	62.62%
Salaries	160,956,157	102,716,802	63.82%
Benefits	36,100,730	21,457,696	59.44%
Purchased Services	28,136,127	22,951,487	81.57%
Supplies/Materials	5,502,347	3,222,480	58.57%
Capital Outlay	196,694	247,457	125.81%
Other/Tuition	10,965,098	7,179,454	65.48%
Non-Capitalized Equipment	3,382,374	1,447,483	42.79%
Total Expenditures	245,239,527	159,222,859	64.93%
Revenues Over Disbursements	1,442,891	(4,760,967)	
Other Financing Source Transfers	(1,390,801)	(1,390,801)	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	52,090	(6,151,768)	
Fund 2-Operations & Maintenance			
Local	24,623,303	12,635,463	51.32%
State	-	-	
Other Sources	-	-	
Total Revenues	24,623,303	12,635,463	51.32%
Salaries	8,835,729	6,387,867	72.30%
Benefits	1,533,492	1,067,949	69.64%
Purchased Services	3,776,008	2,446,377	64.79%
Supplies/Materials	5,867,683	3,666,660	62.49%
Capital Outlay	815,100	350,816	43.04%
Other	9,000	1,968	21.87%
Non-Capitalized Equipment	244,644	113,039	46.21%
Total Expenditures	21,081,656	14,034,676	66.57%
Revenues Over Disbursements	3,541,647	(1,399,212)	
Other Financing Source Transfers	(2,553,178)	-	
Net Change to Fund Balance	988,469	(1,399,212)	
Fund 3-Bond & Interest			
Local	26,866,415	13,055,466	48.59%
Other Sources	-	-	0.00%
Total Revenues	26,866,415	13,049,102	48.57%
Purchased Services	18,000	6,650	36.94%
Other	31,177,049	24,013,590	77.02%
Total Expenditures	31,195,049	24,020,240	77.00%
Revenues Over Disbursements	(4,328,634)	(10,971,138)	
Other Financing Sources/(Uses)	3,943,979	1,390,801	
Net Change to Fund Balance	(384,655)	(9,580,337)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 9
March 31, 2022
By Fund, By Object

Fund 4-Transportation	FY22 Budget	FY22 Actual	% of FY22 Budget
Local	9,236,837	4,217,340	45.66%
State	8,565,266	6,727,250	78.54%
Other Sources	-	-	
Total Revenues	17,802,103	10,944,590	61.48%
Salaries	455,824	406,075	89.09%
Benefits	11,039	19,757	178.98%
Purchased Services	16,235,177	8,981,253	55.32%
Supplies/Materials	1,056,427	797,098	75.45%
Capital Outlay	43,636	48,192	110.44%
Other	-	-	
Non-Capitalized Equipment	-	-	
Total Expenditures	17,802,103	10,252,375	57.59%
Revenues Over Disbursements	-	692,215	
Other Financing Sources	-	-	
Net Change to Fund Balance	-	692,215	
Fund 5-IMRF/Social Security			
Local	6,424,785	3,333,926	51.89%
Total Revenues	6,424,785	3,333,926	51.89%
Benefits	6,835,654	4,952,302	72.45%
Total Expenditures	6,835,654	4,952,302	72.45%
Revenues Over Disbursements	(410,869)	(1,618,376)	
Other Financing Sources	-	-	
Net Change to Fund Balance	(410,869)	(1,618,376)	
Fund 6-Capital Projects			
Local	610,000	434,317	71.20%
State	-	-	
Other Sources	-	-	0.00%
Total Revenues	610,000	434,317	71.20%
Salaries	-	-	0.00%
Benefits	-	-	0.00%
Purchased Services	-	-	0.00%
Supplies/Materials	-	-	0.00%
Capital Outlay	23,637,664	17,258,284	73.01%
Other	-	-	
Total Expenditures	23,637,664	17,258,284	73.01%
Revenues Over Disbursements	(23,027,664)	(16,823,967)	
Other Financing Sources	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	(23,027,664)	(16,823,967)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 9
March 31, 2022
By Fund, By Object

Fund 7-Working Cash	FY22 Budget	FY22 Actual	% of FY22 Budget
Local	56,986	42,698	74.93%
Total Revenues	56,986	42,698	74.93%
Total Expenditures	-	-	0.00%
Revenues Over Disbursements	56,986	42,698	
Other Financing Uses	-	-	
Net Change to Fund Balance	56,986	42,698	
Fund 8-Tort			
Local	1,994,343	1,099,689	55.14%
Total Revenues	1,994,343	1,099,689	55.14%
Purchase Services	2,097,194	2,082,629	99.31%
Total Expenditures	2,097,194	2,082,629	99.31%
Revenues Over Disbursements	(102,851)	(982,940)	
Other Financing Uses	-	-	
Net Change to Fund Balance	(102,851)	(982,940)	

March 31, 2022

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 @ 03/31/22
OPERTATING FUND INVESTMENTS											
MAGNOLIA BANK INC/MAG KY	DTC		365	7/15/2020	7/14/2021	364	0.150%	249,000	249,124	-	-
Arvest Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Relyance Bank, NA/Pine Bluff National Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Farmers and Merchants State Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
First National Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Piedmont Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Bank Texas, National Association	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Southwest National Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
SpiritBank	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Chambers Bank	CDR		365	7/23/2020	7/22/2021	364	0.133%	169,187	168,962	-	-
OakStar Bank, National Association	CDR		365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	-	-
Poppy Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Citizens National Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Community Bank of the Bay	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Byron Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	145,799	145,599	-	-
Primary Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Planters Bank, Inc	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
BancCentral, National Association	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
CBW Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Mainstreet Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	151,033	150,826	-	-
Homeland Federal Savings Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Border State Bank	CDR		365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	-	-
Morgan Stanley Bank NA (1.700%)	DTC		365	2/6/2020	8/6/2021	547	1.660%	247,146	247,000	-	-
Morgan Stanley Private Bank (1.700%)	DTC		365	2/6/2020	8/6/2021	547	1.660%	247,146	247,000	-	-
BMW Bank North America (1.600%)	DTC		365	2/7/2020	8/9/2021	549	1.600%	248,147	248,000	-	-
Wells Fargo Natl Bk West (1.650%)	DTC		365	2/10/2020	8/10/2021	547	1.650%	249,184	249,000	-	-
Vertitex Community Bank	CD		365	9/11/2020	9/13/2021	367	0.104%	249,961	249,700	-	-
New Omni Bank NA	CD		365	9/11/2020	9/13/2021	367	0.100%	249,961	249,700	-	-
PREFERRED BANK	CD		365	2/5/2021	11/2/2021	270	0.070%	249,930	249,800	-	-
Customers Bank-Loc	CD		365	2/5/2021	11/2/2021	270	0.071%	5,002,613	5,000,000	-	-
Bank 7	CD		365	12/17/2020	12/17/2021	365	0.151%	249,676	249,300	-	-
TEXAS CAPITAL BANK	CD		365	12/17/2020	12/17/2021	365	0.150%	249,674	249,300	-	-
US TREASURY N/B	SEC		365	2/4/2022	3/4/2022	28	0.032%	4,650,326	4,650,112	-	-
US TREASURY N/B	SEC		365	3/4/2022	4/1/2022	28	0.059%	5,000,228	5,000,000	228.23	5,000,000.00

US TREASURY N/B	SEC	365	2/4/2022	5/5/2022	90	0.100%	12,503,000	12,499,906	3,094.49	12,499,905.51
US TREASURY N/B	SEC	365	2/4/2022	5/19/2022	104	0.110%	7,002,000	6,999,815	2,184.62	6,999,815.38
US TREASURY N/B	SEC	365	12/16/2021	8/31/2022	258	0.090%	3,997,000	3,997,937	(936.80)	3,997,936.80
Bank of China	CD	365	12/15/2021	9/8/2022	267	0.101%	249,984	249,800	184.31	249,800.00
Financial Federal	CD	365	12/15/2021	9/8/2022	267	0.100%	249,983	249,800	182.73	249,800.00
Bank Hapoalim, NY	CD	365	12/15/2021	9/8/2022	267	0.100%	249,983	249,800	182.73	249,800.00
CIBC Bank USA/Private Bank	CD	365	12/15/2021	9/8/2022	267	0.100%	249,984	249,800	184.16	249,800.00
CIT Bank, National Association, CA	CDR	365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	192.60	241,409.00
Pinnacle Bank, TN	CDR	365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	192.60	241,409.00
City First Bank of D.C., National Association	CDR	365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	192.60	241,409.00
First Liberty Bank, OK	CDR	365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	192.60	241,409.00
Amarillo National Bank, TX	CDR	365	9/16/2021	9/15/2022	364	0.080%	34,391	34,364	27.41	34,364.00
State Bank of India	DTC	365	9/17/2021	9/16/2022	364	0.080%	249,000	249,174	(173.68)	249,173.68
FIRST CAPITAL BANK	CD	365	12/17/2020	12/19/2022	732	0.150%	249,674	249,200	473.66	249,200.00
KS STATEBANK/KANSAS STATE BANK OF MA	CD	365	12/17/2020	12/19/2022	732	0.151%	349,353	248,600	100,752.79	248,600.00
SERVISFIRST BANK	CD	365	12/17/2020	12/19/2022	732	0.160%	249,900	249,100	800.04	249,100.00
Luana Savings Bank	CD	365	12/17/2020	12/19/2022	732	0.150%	249,950	249,200	749.65	249,200.00
GBC International Bank	CD	365	12/17/2020	12/19/2022	732	0.142%	249,912	249,200	712.11	249,200.00
US TREASURY N/B	SEC	365	11/4/2021	12/31/2022	422	0.100%	4,996,000	4,997,366	(1,366.09)	4,997,366.09
Western Alliance Bank/Torrey Pines	CD	365	7/14/2021	1/4/2023	539	0.142%	249,912	249,400	512.11	249,400.00
US TREASURY N/B	SEC	365	11/4/2021	5/31/2023	573	0.230%	5,005,000	4,996,789	8,211.33	4,996,788.67
US TREASURY N/B	SEC	365	11/4/2021	11/30/2023	756	0.400%	4,786,000	4,956,127	(170,127.34)	4,956,127.34
US TREASURY N/B	SEC	365	7/15/2021	7/31/2024	1112	0.310%	1,878,000	1,981,217	(103,216.64)	1,981,216.64
US TREASURY N/B	SEC	365	7/15/2021	7/31/2025	1477	0.530%	2,020,000	1,997,433	22,567.19	1,997,432.81
US TREASURY N/B	SEC	365	7/15/2021	7/31/2026	1842	1.650%	1,874,000	1,982,926	(108,926.25)	1,982,926.25
PONCE BANK	SDA		3/31/2022			0.160%	386	386		386
NEXBANK, SSB-ICS	SDA		3/31/2022			0.160%	813	813		813
Bank of China	SDA		3/31/2022			0.210%	14,569,236	14,569,236		14,569,236
Bank of China	SDA		3/31/2022			0.210%	260,642	260,642		260,642
Congressional Bank	SDA		3/31/2022			0.160%	20,002,454	20,002,454		20,002,454
NEXBANK, SSB-PHLY,TX	SDA		3/31/2022			0.160%	10,001,315	10,001,315		10,001,315
PMA/ISDLAF Liquid #10254-101	Short term trust deposit	365		as needed	n/a	0.025%		0.72	-	0.72
PMA/ISDLAF Max #10254-101	Short term trust deposit	365		as needed	n/a	0.051%		4,908,885.72	-	4,908,885.72
PMA/ISDLAF LTD #10254-101	LTD Account	365	1/19/2021	3/31/2022			9,894,000	9,894,000.00	-	9,894,000.00
PMA/ISDLAF Liquid #10254-104	Short term trust deposit	365		as needed	n/a	0.025%		2,584,565.65	-	2,584,565.65
Total Operating Investments with PMA										$ 115,374,887.03
									Outstanding Items	(2,723,394.57)
									Bond & Interest Fund Transfers	5,445,557.63
									Construction Fund Transfers	(12,349,971.88)
TOTALS OPERATING FUNDS AS OF				31-Mar-22						$ 105,747,078.21
TOTALS BOND AND INTEREST FUND INVESTMENTS AS OF (see page 4 for details):				31-Mar-22						$ 192,216.99

TOTAL CONSTRUCTION FUND INVESTMENTS AS OF (see page 5 for details):	31-Mar-22	$	27,191,793.76
TOTAL FUNDS INVESTED (Including Construction and Bond & Interest Fund)	31-Mar-22	**$**	**133,131,088.96**

March 31, 2022

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 @ 03/31/22
BOND AND INTEREST FUND INVESTMENTS											
PMA 1994 Escrow Fund; #10254-103-Liquid	Short term trust deposit		365		as needed	n/a	0.025%		0.00	-	-
PMA 1994 Escrow Fund; #10254-103-Max	Short term trust deposit		365		as needed	n/a	0.051%		4,724,142.35	-	4,724,142.35
Total B&I Investments with PMA											4,724,142.35
USBank Intercept Escrow Fund 400554.1	MMA								912,847.73	-	912,847.73
USBank Bond Pool Fund 431613.1	MMA								784.54	-	784.54
Total B&I Investments with US Bank									913,632.27		913,632.27
TOTAL BOND AND INTEREST FUNDS INVESTMENTS AS OF:				31-Mar-22					913,632.27		5,637,774.62

Outstanding Items	-
Operating Fund Transfers	(5,445,557.63)
Cash Balance Per General Ledger	$ 192,216.99

March 31, 2022

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 @ 03/31/22
CONSTRUCTION FUND INVESTMENTS FUND INVESTMENTS											
PMA/ISDLAF Max #10254-212	Short term trust deposit		365		as needed	n/a	0.051%		821.88	-	821.88
PMA/ISDLAF LTD #10254-212	LTD Account		365	1/19/2021	3/31/2022			14,841,000	14,841,000.00	-	14,841,000.00
TOTAL CONSTRUCTION FUNDS INVESTMENTS AS OF:				31-Mar-22					14,841,821.88	-	14,841,821.88
										Outstanding Items	-
										Operating Fund Transfers	12,349,971.88
										Cash Balance Per General Ledger	$ 27,191,793.76

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	49,443,649.51	51,295,019.77	1,851,370.26-	3.6-
8014-0000	Payroll Account	20,832.93-	24,738.15-	3,905.22	15.8-
8015-0000	Flex Account	3,421.34-	11,923.48-	8,502.14	71.3-
8016-0000	Board Account Deposits	458,177.85	132,504.22	325,673.63	245.8
8017-0000	Student Payments Account	5,283.29	10,665.18	5,381.89-	50.5-
	Total Cash	49,882,856.38	51,401,527.54	1,518,671.16-	3.0-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	1,946.00	59,454.00	57,508.00-	96.7-
8190-0000	Grants Receivable	4,619,873.05	3,220,548.05	1,399,325.00	43.4
8192-0000	Property Taxes Receivable	70,898,213.00	76,752,034.00	5,853,821.00-	7.6-
	Total 110-122	75,520,032.05	80,032,036.05	4,512,004.00-	5.6-
8400	Other Current Assets				
8440-0000	Prepaid Expenses	1,194,994.30	658,972.00	536,022.30	81.3
8486-0000	Invoice Tolerance	.03-	.02-	.01-	50.0
	Total Other Current Assets	1,194,994.27	658,971.98	536,022.29	81.3
	Total Receivables	76,715,026.32	80,691,008.03	3,975,981.71-	4.9-
	Total Current Assets	126,597,882.70	132,092,535.57	5,494,652.87-	4.2-
	Total Assets	126,597,882.70	132,092,535.57	5,494,652.87-	4.2-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	420,168.97-	142,408.96-	277,760.01-	195.0
9021-0000	Accrued Payroll	354,430.88-	308,912.11-	45,518.77-	14.7
9022-0000	Deferred Revenue	70,899,268.12-	67,702,314.12-	3,196,954.00-	4.7
9023-0000	Accrued Accounts Payable (Auditor A	1,144,384.06-	1,228,467.76-	84,083.70	6.8-
9025-0000	Unclaimed Property Liability	23,634.45	94,631.20-	118,265.65	125.0-
9098-0000	Premium Group Term Life (Noncash) (	14,275.66-	12,992.29-	1,283.37-	9.9
	Total Current Liabilities	72,808,893.24-	69,489,726.44-	3,319,166.80-	4.8
9300	Payroll Deductions				
9301-0000	Federal Withholding Tax Payable	498.94	647.26-	1,146.20	177.1-
9302-0000	SIT Payable	218.94	158.07	60.87	38.5
9311-0000	Student Fees Payable	.10-	121,909.10-	121,909.00	100.0-
9320-0000	Employee Disability/Life Payable	417.03	6,663.11-	7,080.14	106.3-

Balance Sheet

Consolidated		Educational Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9300	Payroll Deductions				
9321-0000	FSA	46,390.56-	39,152.65	85,543.21-	218.5-
9325-0000	Health Savings Account (HSA)	328,631.48-	0.00	328,631.48-	
9330-0000	TRS	647,261.35-	4,965.19-	642,296.16-	12936.0
9340-0000	THIS-Employee	201,054.88-	144.01	201,198.89-	139711.7-
9360-0000	Other Payroll Deductions Payable	843.00-	843.00-	0.00	
9368-0000	Employee Voluntary Insurance Payabl	179.45	0.00	179.45	
	Total Payroll Deductions	1,222,867.01-	95,572.93-	1,127,294.08-	1179.5
9400	Other Payables				
9402-0000	Owed to Foundation	65.00-	154.66-	89.66	58.0-
9403-0000	Owed to Settlement	1,257.50-	1,257.50-	0.00	
9404-0000	Owed to Building-Music Donations	1,075.01-	1,075.01-	0.00	
9410-0000	Owed to Building-Vending	214,657.93-	186,953.13-	27,704.80-	14.8
9411-0000	Owed to Building-Picture Money	205,394.44-	143,927.50-	61,466.94-	42.7
9412-0000	Owed to Building-ACT Prep Program	412,841.59-	314,421.52-	98,420.07-	31.3
9413-0000	Owed to Building-Physical Education	321,844.33-	227,059.02-	94,785.31-	41.7
9414-0000	Owed to Building-Athletics	400,327.06-	428,132.39-	27,805.33	6.5-
9415-0000	Owed to Building-Yearbook	133,484.58-	127,126.62-	6,357.96-	5.0
9416-0000	Owed to Building-Year in Review Vid	3,300.15-	3,300.15-	0.00	
9417-0000	Owed to Building-Athletic Tournamen	289,937.91-	214,700.90-	75,237.01-	35.0
9418-0000	Owed to Building-Assignment Books	2,820.00-	2,820.00-	0.00	
9419-0000	Owed to Building-Other	469,496.52-	323,299.79-	146,196.73-	45.2
9420-0000	Owed to Building - Spec Olympics	4,499.41-	5,022.31-	522.90	10.4-
9421-0000	Owed to Building - Admin Mentoring	10,220.75-	10,220.75-	0.00	
9422-0000	Owed to Building - Corporate Sponso	29,315.78-	20,038.73-	9,277.05-	46.3
9423-0000	Owed to Building - Athletc Donation	87,208.86-	42,457.05-	44,751.81-	105.4
9424-0000	Owed To Building - Musical	163,208.28-	131,360.48-	31,847.80-	24.2
9425-0000	Owed to Building - Summer Camps	4,812.57-	5,046.57-	234.00	4.6-
9426-0000	Owed to Building - Library	97,093.23-	98,906.93-	1,813.70	1.8-
9428-0000	Owed to Building - Homeless	1,005.53-	410.29	1,415.82-	345.1-
9429-0000	Owed to Building - BPAC	360.64-	360.64-	0.00	
9430-0000	Owed to Building - Donations	91,165.89-	94,224.62-	3,058.73	3.2-
9434-0000	Owed to Buildings-Basketball	3,539.90-	4,758.55-	1,218.65	25.6-
9437-0000	Owed to Buildings-Softball	250.00-	250.00-	0.00	
9440-0000	Owed to Building-Grants	3,670.80-	0.00	3,670.80-	
9460-0000	Other Payables	2,767,207.76	2,516,012.71	251,195.05	10.0
9461-0000	Credit Card Payable	482.96-	482.96-	0.00	
9462-0000	Owed to Building-Print Shop	207.25-	0.00	207.25-	
9463-0000	Summer Camp-Bowling	.30-	.30-	0.00	
9464-0000	Summer Camp-Girls Basketball	2,523.56-	1,068.07-	1,455.49-	136.3
9465-0000	Summer Camp-Boys Basketball	6,614.35-	4,039.62-	2,574.73-	63.7
9466-0000	Summer Camp-Coed Tennis	5,958.75-	3,025.94-	2,932.81-	96.9
9467-0000	Summer Camp-Football	1,535.57-	832.38-	703.19-	84.5
9468-0000	Summer Camp-Coed Volleyball	822.59-	60.16-	762.43-	1267.3
9469-0000	Summer Camp-Coed Wrestling	4,197.15-	1,503.24-	2,693.91-	179.2
9470-0000	Summer Camp-Boys Baseball	9,437.88-	2,033.24-	7,404.64-	364.2
9471-0000	Summer Camp-Girls Softball	1,019.40-	223.56-	795.84-	356.0
9472-0000	Sports Camp-Elementary	586.57-	586.57-	0.00	
9473-0000	Summer Camp-Coed Soccer	822.39-	1,540.44-	718.05	46.6-
9474-0000	Summer Camp-Cheerleading	2,653.49-	74.40-	2,579.09-	3466.5

Balance Sheet

Consolidated		Educational Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9400	Other Payables				
9475-0000	Custodial Services	166,493.87-	154,365.79-	12,128.08-	7.9
9477-0000	Summer Camp-Coed Basketball	138.40-	403.40-	265.00	65.7-
9478-0000	Summer Camp-Girls Soccer	54.21-	54.21-	0.00	
9479-0000	Summer Camp-Coed Cross Country	409.84-	748.72-	338.88	45.3-
9480-0000	Summer Camp-Boys Lacrosse	1,671.71-	375.43-	1,296.28-	345.3
9481-0000	Summer Camp-Girls Lacrosse	.29-	.29-	0.00	
9482-0000	Summer Camp-Dance Camp	5,562.10-	3,216.79-	2,345.31-	72.9
9483-0000	Summer Camp-Boys Soccer	13,178.01-	9,826.26-	3,351.75-	34.1
9484-0000	Summer Camp-Girls Golf	367.54-	367.54-	0.00	
9485-0000	Summer Camp-Boys Golf	2,852.00-	1,560.00-	1,292.00-	82.8
9486-0000	Summer Camp-Girls Volleyball	11,617.70-	11,147.39-	470.31-	4.2
9488-0000	Summer Camp-Marching Band	2,737.41-	6,127.96-	3,390.55	55.3-
9490-0000	Summer Camp-Coed Baseball	183.73-	58.73-	125.00-	212.8
9491-0000	Summer Camp-Coed Lacrosse	68.72	71.69	2.97-	4.1-
9492-0000	Summer Camp-Strength & Conditioning	9,136.24-	336.24-	8,800.00-	2617.2
9495-0000	Ed Services Donations	520.65-	520.65-	0.00	
9496-0000	FSL Events-Donations	71.56-	71.56-	0.00	
9497-0000	Coffee Shop	4,575.19-	4,575.19-	0.00	
9498-0000	Owed to Special Events	1,741.77-	1,741.77-	0.00	
9499-0000	Owed to Wellness	20,819.84-	13,707.00-	7,112.84-	51.9
	Total Other Payables	464,571.45-	95,055.93-	369,515.52-	388.7
	Total Liabilities	74,496,331.70-	69,680,355.30-	4,815,976.40-	6.9
FUNDBAL	Equity				
9900-0000	Fund Balance	58,464,986.75-	65,162,936.36-	6,697,949.61	10.3-
9950-0000	Current Year Net Change in Fund Balan	6,363,435.75	2,750,756.09	3,612,679.66	131.3
	Total Equity	52,101,551.00-	62,412,180.27-	10,310,629.27	16.5-
	Total Liabilities & Fund Equit	126,597,882.70-	132,092,535.57-	5,494,652.87	4.2-

Balance Sheet

Balance Sheet
For Period 9 Ending March 31, 2022 | Fiscal Year 2022

Consolidated | Health Insurance Fund | Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	1,033,871.61	4,450,973.83	3,417,102.22-	76.8-
	Total Cash	1,033,871.61	4,450,973.83	3,417,102.22-	76.8-
	Total Current Assets	1,033,871.61	4,450,973.83	3,417,102.22-	76.8-
	Total Assets	1,033,871.61	4,450,973.83	3,417,102.22-	76.8-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	2,953,082.10-	0.00	2,953,082.10-	
	Total Current Liabilities	2,953,082.10-	0.00	2,953,082.10-	
9300	Payroll Deductions				
9322-0000	Employee Health Payable	1,992,362.45	4,274,764.49-	6,267,126.94	146.6-
9323-0000	Employee Dental Payable	40,973.36-	130,947.87-	89,974.51	68.7-
9324-0000	Employee Vision Payable	32,178.60-	45,261.47-	13,082.87	28.9-
	Total Payroll Deductions	1,919,210.49	4,450,973.83-	6,370,184.32	143.1-
	Total Liabilities	1,033,871.61-	4,450,973.83-	3,417,102.22	76.8-
	Total Liabilities & Fund Equit	1,033,871.61-	4,450,973.83-	3,417,102.22	76.8-

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	1,411,117.90	1,243,065.71	168,052.19	13.5
	Total Cash	1,411,117.90	1,243,065.71	168,052.19	13.5
RECEIVABLES	Receivables				
8400	Other Current Assets				
8486-0000	Invoice Tolerance	0.00	.01-	.01	100.0-
	Total Other Current Assets	0.00	.01-	.01	100.0-
	Total Receivables	0.00	.01-	.01	100.0-
	Total Current Assets	1,411,117.90	1,243,065.70	168,052.20	13.5
	Total Assets	1,411,117.90	1,243,065.70	168,052.20	13.5
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	12,539.02	25,366.74-	37,905.76	149.4-
9023-0000	Accrued Accounts Payable (Auditor A	12,929.07-	0.00	12,929.07-	
	Total Current Liabilities	390.05-	25,366.74-	24,976.69	98.5-
9300	Payroll Deductions				
9330-0000	TRS	34,862.00-	0.00	34,862.00-	
	Total Payroll Deductions	34,862.00-	0.00	34,862.00-	
	Total Liabilities	35,252.05-	25,366.74-	9,885.31-	39.0
FUNDBAL	Equity				
9900-0000	Fund Balance	972,536.58-	1,523,879.46-	551,342.88	36.2-
9950-0000	Current Year Net Change in Fund Balan	403,329.27-	306,180.50	709,509.77-	231.7-
	Total Equity	1,375,865.85-	1,217,698.96-	158,166.89-	13.0
	Total Liabilities & Fund Equit	1,411,117.90-	1,243,065.70-	168,052.20-	13.5

Balance Sheet

Consolidated		Covid 19 Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	1,889,316.79-	1,564,427.94-	324,888.85-	20.8
	Total Cash	1,889,316.79-	1,564,427.94-	324,888.85-	20.8
	Total Current Assets	1,889,316.79-	1,564,427.94-	324,888.85-	20.8
	Total Assets	1,889,316.79-	1,564,427.94-	324,888.85-	20.8
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	57,066.42-	1,549.85-	55,516.57-	3582.1
	Total Current Liabilities	57,066.42-	1,549.85-	55,516.57-	3582.1
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	1,219.31-	0.00	1,219.31-	
9321-0000	FSA	8,484.73-	0.00	8,484.73-	
9325-0000	Health Savings Account (HSA)	6,750.00-	0.00	6,750.00-	
	Total Payroll Deductions	16,454.04-	0.00	16,454.04-	
	Total Liabilities	73,520.46-	1,549.85-	71,970.61-	4643.7
FUNDBAL	Equity				
9900-0000	Fund Balance	1,800,962.11	451,573.12	1,349,388.99	298.8
9950-0000	Current Year Net Change in Fund Balan	161,875.14	1,114,404.67	952,529.53-	85.5-
	Total Equity	1,962,837.25	1,565,977.79	396,859.46	25.3
	Total Liabilities & Fund Equit	1,889,316.79	1,564,427.94	324,888.85	20.8

Balance Sheet

Consolidated | Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	6,584,142.33	1,051,012.84	5,533,129.49	526.5
	Total Cash	6,584,142.33	1,051,012.84	5,533,129.49	526.5
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	210.00	5,495.00	5,285.00-	96.2-
8191-0000	CPPRT Receivable	0.00	257,148.00	257,148.00-	100.0-
8192-0000	Property Taxes Receivable	10,818,990.00	13,929,100.00	3,110,110.00-	22.3-
	Total 110-122	10,819,200.00	14,191,743.00	3,372,543.00-	23.8-
8400	Other Current Assets				
8486-0000	Invoice Tolerance	.02-	0.00	.02-	
	Total Other Current Assets	.02-	0.00	.02-	
	Total Receivables	10,819,199.98	14,191,743.00	3,372,543.02-	23.8-
	Total Current Assets	17,403,342.31	15,242,755.84	2,160,586.47	14.2
	Total Assets	17,403,342.31	15,242,755.84	2,160,586.47	14.2
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	66,906.40	3,227.37-	70,133.77	2173.1-
9021-0000	Accrued Payroll	277,832.00-	283,495.00-	5,663.00	2.0-
9022-0000	Deferred Revenue	10,819,104.00-	12,276,691.00-	1,457,587.00	11.9-
9023-0000	Accrued Accounts Payable (Auditor A	339,269.05-	401,532.12-	62,263.07	15.5-
	Total Current Liabilities	11,369,298.65-	12,964,945.49-	1,595,646.84	12.3-
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	11,361.17-	12,248.76-	887.59	7.2-
9321-0000	FSA	8,178.75-	7,212.02-	966.73-	13.4
	Total Payroll Deductions	19,539.92-	19,460.78-	79.14-	.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	

Consolidated — Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
	Total Liabilities	11,388,838.40-	12,984,406.10-	1,595,567.70	12.3-
FUNDBAL	Equity				
9900-0000	Fund Balance	7,413,716.31-	3,096,540.66-	4,317,175.65-	139.4
9950-0000	Current Year Net Change in Fund Balan	1,399,212.40	838,190.92	561,021.48	66.9
	Total Equity	6,014,503.91-	2,258,349.74-	3,756,154.17-	166.3
	Total Liabilities & Fund Equit	17,403,342.31-	15,242,755.84-	2,160,586.47-	14.2

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	192,216.99	713,530.38	521,313.39-	73.1-
	Total Cash	192,216.99	713,530.38	521,313.39-	73.1-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	239.00	5,883.00	5,644.00-	95.9-
8192-0000	Property Taxes Receivable	13,230,506.00	15,114,523.00	1,884,017.00-	12.5-
	Total 110-122	13,230,745.00	15,120,406.00	1,889,661.00-	12.5-
	Total Receivables	13,230,745.00	15,120,406.00	1,889,661.00-	12.5-
	Total Current Assets	13,422,961.99	15,833,936.38	2,410,974.39-	15.2-
	Total Assets	13,422,961.99	15,833,936.38	2,410,974.39-	15.2-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	13,230,636.00-	13,323,409.00-	92,773.00	.7-
	Total Current Liabilities	13,230,636.00-	13,323,409.00-	92,773.00	.7-
	Total Liabilities	13,230,636.00-	13,323,409.00-	92,773.00	.7-
FUNDBAL	Equity				
9900-0000	Fund Balance	9,766,299.50-	9,357,803.83-	408,495.67-	4.4
9950-0000	Current Year Net Change in Fund Balan	9,573,973.51	6,847,276.45	2,726,697.06	39.8
	Total Equity	192,325.99-	2,510,527.38-	2,318,201.39	92.3-
	Total Liabilities & Fund Equit	13,422,961.99-	15,833,936.38-	2,410,974.39	15.2-

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	6,253,880.20	5,270,962.61	982,917.59	18.6
	Total Cash	6,253,880.20	5,270,962.61	982,917.59	18.6
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	154.00	1,486.00	1,332.00-	89.6-
8190-0000	Grants Receivable	2,117,528.00	1,979,466.00	138,062.00	7.0
8192-0000	Property Taxes Receivable	4,163,589.00	4,571,905.00	408,316.00-	8.9-
	Total 110-122	6,281,271.00	6,552,857.00	271,586.00-	4.1-
	Total Receivables	6,281,271.00	6,552,857.00	271,586.00-	4.1-
	Total Current Assets	12,535,151.20	11,823,819.61	711,331.59	6.0
	Total Assets	12,535,151.20	11,823,819.61	711,331.59	6.0
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	37,012.11-	31,667.23-	5,344.88-	16.9
9021-0000	Accrued Payroll	1,565.00-	1,510.00-	55.00-	3.6
9022-0000	Deferred Revenue	4,163,673.00-	4,029,111.00-	134,562.00-	3.3
9023-0000	Accrued Accounts Payable (Auditor A	72,173.49-	51,422.28-	20,751.21-	40.4
	Total Current Liabilities	4,274,423.60-	4,113,710.51-	160,713.09-	3.9
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	167.99-	167.54-	.45-	.3
9325-0000	Health Savings Account (HSA)	1,750.00-	0.00	1,750.00-	
	Total Payroll Deductions	1,917.99-	167.54-	1,750.45-	1044.8
	Total Liabilities	4,276,341.59-	4,113,878.05-	162,463.54-	3.9
FUNDBAL	Equity				
9900-0000	Fund Balance	7,566,594.77-	4,215,416.84-	3,351,177.93-	79.5
9950-0000	Current Year Net Change in Fund Balan	692,214.84-	3,494,524.72-	2,802,309.88	80.2-
	Total Equity	8,258,809.61-	7,709,941.56-	548,868.05-	7.1
	Total Liabilities & Fund Equit	12,535,151.20-	11,823,819.61-	711,331.59-	6.0

Balance Sheet

Balance Sheet
For Period 9 Ending March 31, 2022 | Fiscal Year 2022

Consolidated		Transportation Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent

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	3,806,427.44	3,690,607.51	115,819.93	3.1
	Total Cash	3,806,427.44	3,690,607.51	115,819.93	3.1
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	147.00	4,372.00	4,225.00-	96.6-
8192-0000	Property Taxes Receivable	2,840,025.00	3,097,793.00	257,768.00-	8.3-
	Total 110-122	2,840,172.00	3,102,165.00	261,993.00-	8.4-
	Total Receivables	2,840,172.00	3,102,165.00	261,993.00-	8.4-
	Total Current Assets	6,646,599.44	6,792,772.51	146,173.07-	2.2-
	Total Assets	6,646,599.44	6,792,772.51	146,173.07-	2.2-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	2,840,105.00-	2,731,911.00-	108,194.00-	4.0
	Total Current Liabilities	2,840,105.00-	2,731,911.00-	108,194.00-	4.0
	Total Liabilities	2,840,105.00-	2,731,911.00-	108,194.00-	4.0
FUNDBAL	Equity				
9900-0000	Fund Balance	4,598,639.56-	4,564,156.80-	34,482.76-	.8
9950-0000	Current Year Net Change in Fund Balan	792,145.12	503,450.86	288,694.26	57.3
9999-0000	Error Suspense	0.00	155.57-	155.57	100.0-
	Total Equity	3,806,494.44-	4,060,861.51-	254,367.07	6.3-
	Total Liabilities & Fund Equit	6,646,599.44-	6,792,772.51-	146,173.07	2.2-

Balance Sheet

Balance Sheet
For Period 9 Ending March 31, 2022 Fiscal Year 2022

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	378,352.39	872,567.73	494,215.34-	56.6-
	Total Cash	378,352.39	872,567.73	494,215.34-	56.6-
	Total Current Assets	378,352.39	872,567.73	494,215.34-	56.6-
	Total Assets	378,352.39	872,567.73	494,215.34-	56.6-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9300	Payroll Deductions				
9304-0000	FICA Payable	17,063.90-	16,195.01-	868.89-	5.4
9305-0000	Medicare Only Payable	8,119.37-	8,258.57-	139.20	1.7-
	Total Payroll Deductions	25,183.27-	24,453.58-	729.69-	3.0
	Total Liabilities	25,183.27-	24,453.58-	729.69-	3.0
FUNDBAL	Equity				
9900-0000	Fund Balance	1,179,400.18-	1,196,677.45-	17,277.27	1.4-
9950-0000	Current Year Net Change in Fund Balan	826,231.06	348,563.30	477,667.76	137.0
	Total Equity	353,169.12-	848,114.15-	494,945.03	58.4-
	Total Liabilities & Fund Equit	378,352.39-	872,567.73-	494,215.34	56.6-

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	12,064,567.36	16,603,437.92	4,538,870.56-	27.3-
	Total Cash	12,064,567.36	16,603,437.92	4,538,870.56-	27.3-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	1,153.00	13,872.00	12,719.00-	91.7-
	Total 110-122	1,153.00	13,872.00	12,719.00-	91.7-
	Total Receivables	1,153.00	13,872.00	12,719.00-	91.7-
	Total Current Assets	12,065,720.36	16,617,309.92	4,551,589.56-	27.4-
	Total Assets	12,065,720.36	16,617,309.92	4,551,589.56-	27.4-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9014-0000	Construction Contracts Payable	670,396.00-	246,807.00-	423,589.00-	171.6
9022-0000	Deferred Revenue	625.00-	12,671.00-	12,046.00	95.1-
9023-0000	Accrued Accounts Payable (Auditor A	984,339.74-	656,947.74-	327,392.00-	49.8
	Total Current Liabilities	1,655,360.74-	916,425.74-	738,935.00-	80.6
	Total Liabilities	1,655,360.74-	916,425.74-	738,935.00-	80.6
FUNDBAL	Equity				
9900-0000	Fund Balance	27,762,093.88-	6,731,334.17-	21,030,759.71-	312.4
9950-0000	Current Year Net Change in Fund Balan	17,351,734.26	8,969,550.01-	26,321,284.27	293.5-
	Total Equity	10,410,359.62-	15,700,884.18-	5,290,524.56	33.7-
	Total Liabilities & Fund Equit	12,065,720.36-	16,617,309.92-	4,551,589.56	27.4-

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	15,127,226.40	14,218,733.25	908,493.15	6.4
	Total Cash	15,127,226.40	14,218,733.25	908,493.15	6.4
	Total Current Assets	15,127,226.40	14,218,733.25	908,493.15	6.4
	Total Assets	15,127,226.40	14,218,733.25	908,493.15	6.4
LIABFBAL	Liabilities & Fund Equity				
FUNDBAL	Equity				
9900-0000	Fund Balance	14,599,459.03-	14,374,780.01-	224,679.02-	1.6
9950-0000	Current Year Net Change in Fund Balan	527,767.37-	156,046.76	683,814.13-	438.2-
	Total Equity	15,127,226.40-	14,218,733.25-	908,493.15-	6.4
	Total Liabilities & Fund Equit	15,127,226.40-	14,218,733.25-	908,493.15-	6.4

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	38,972,659.53	38,910,297.53	62,362.00	.2
	Total Cash	38,972,659.53	38,910,297.53	62,362.00	.2
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	952.00	30,245.00	29,293.00-	96.9-
8192-0000	Property Taxes Receivable	1,909.00	3,577.00	1,668.00-	46.6-
	Total 110-122	2,861.00	33,822.00	30,961.00-	91.5-
	Total Receivables	2,861.00	33,822.00	30,961.00-	91.5-
	Total Current Assets	38,975,520.53	38,944,119.53	31,401.00	.1
	Total Assets	38,975,520.53	38,944,119.53	31,401.00	.1
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	2,425.00-	30,875.00-	28,450.00	92.1-
	Total Current Liabilities	2,425.00-	30,875.00-	28,450.00	92.1-
	Total Liabilities	2,425.00-	30,875.00-	28,450.00	92.1-
FUNDBAL	Equity				
9900-0000	Fund Balance	38,930,397.83-	38,873,728.91-	56,668.92-	.1
9950-0000	Current Year Net Change in Fund Balan	42,697.70-	39,515.62-	3,182.08-	8.1
	Total Equity	38,973,095.53-	38,913,244.53-	59,851.00-	.2
	Total Liabilities & Fund Equit	38,975,520.53-	38,944,119.53-	31,401.00-	.1

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	247,705.91-	266,558.69-	18,852.78	7.1-
	Total Cash	247,705.91-	266,558.69-	18,852.78	7.1-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	18.00	505.00	487.00-	96.4-
8192-0000	Property Taxes Receivable	956,208.00	1,042,421.00	86,213.00-	8.3-
	Total 110-122	956,226.00	1,042,926.00	86,700.00-	8.3-
	Total Receivables	956,226.00	1,042,926.00	86,700.00-	8.3-
	Total Current Assets	708,520.09	776,367.31	67,847.22-	8.7-
	Total Assets	708,520.09	776,367.31	67,847.22-	8.7-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	956,216.00-	919,055.00-	37,161.00-	4.0
	Total Current Liabilities	956,216.00-	919,055.00-	37,161.00-	4.0
	Total Liabilities	956,216.00-	919,055.00-	37,161.00-	4.0
FUNDBAL	Equity				
9900-0000	Fund Balance	735,243.61-	773,409.07-	38,165.46	4.9-
9950-0000	Current Year Net Change in Fund Balan	982,939.52	916,096.76	66,842.76	7.3
	Total Equity	247,695.91	142,687.69	105,008.22	73.6
	Total Liabilities & Fund Equit	708,520.09-	776,367.31-	67,847.22	8.7-

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	1,430,344.27	58,937,290.00	2.43
1112-0000	First PR YR General Levy	6,333,334.98	0.00	0.00	62,862,741.76	57,243,584.00	109.82
1113-0000	Other PR YR General Levies	0.00	0.00	0.00	135,185.71-	359,237.00-	37.63
1141-0000	CUR YR Special Education Levy	0.00	0.00	0.00	393,186.27	15,984,014.00	2.46
1142-0000	First PR YR Special Education	0.00	0.00	0.00	14,689,219.85	15,717,100.00	93.46
1231-0000	Corporate Personal Property Re	121,290.46	0.00	0.00	751,415.46	630,125.00	119.25
1311-0000	Tuition from Pupils or Parents	0.00	0.00	0.00	10,650.00	20,000.00	53.25
1312-0000	Tuition from Other LEAs	0.00	0.00	0.00	0.00	4,500.00	0.00
1321-0000	Summer School Tuition from Pup	0.00	0.00	0.00	0.00	617.00	0.00
1342-0000	Special Education Tuition from	0.00	0.00	0.00	0.00	13,229.00	0.00
1511-0000	Interest on Investments	41,894.55-	0.00	0.00	31,978.45-	99,000.00	32.30-
1611-0000	Sales to Pupils - Lunch	796.07	0.00	0.00	13,077.61	25,000.00	52.31
1613-0000	Sales to Pupils - A La Carte	13,115.05	0.00	0.00	42,353.57	0.00	0.00
1726-0000	Musical Instrument Rental	0.00	0.00	0.00	25.00	419.00	5.97
1727-0000	Athletic Fees	53,174.94	0.00	0.00	268,514.07	421,000.00	63.78
1728-0000	Driver Education Behind the Wh	7,953.47	0.00	0.00	42,085.48	46,686.00	90.15
1729-0000	Flex PE Fees	2,470.99	0.00	0.00	18,800.99	13,722.00	137.01
1792-0000	Music Special Events	933.01	0.00	0.00	1,902.88	4,861.00	39.15
1793-0000	CTE Special Events	9,975.00	0.00	0.00	9,975.00	0.00	0.00
1811-0000	Regular Textbook Rental	19,789.51	0.00	0.00	209,959.48	200,000.00	104.98
1812-0000	Summer School Textbook Rental	245.00	0.00	0.00	9,023.76	5,135.00	175.73
1819-0000	Other Textbook Rental	945.25	0.00	0.00	10,646.56	732.00	1454.45
1892-0000	Heart Rate Monitors Fee	300.00	0.00	0.00	2,328.05	222.00	1048.67
1898-0000	Merchant Processing Fee	5,967.66	0.00	0.00	23,249.17	36,000.00	64.58
1921-0000	Contributions & Donations from	0.00	0.00	0.00	0.00	24,601.00	0.00
1923-0000	Homeless Donations	0.00	0.00	0.00	0.00	387.00	0.00
1941-0000	Technology E-Rate Revenue	0.00	0.00	0.00	66,160.66	0.00	0.00
1951-0000	Refund of PR YRs' Expenditiure	921.76	0.00	0.00	172,409.37	470,000.00	36.68
1990-0000	P-Card Inadvertent	22.69	0.00	0.00	1,310.84	1,500.00	87.39
1991-0000	Payment from Other LEAs	6,206.00	0.00	0.00	126,465.74	200,000.00	63.23
1995-0000	SEARS EDA	192,310.06	0.00	0.00	1,140,066.73	0.00	0.00
1998-0000	Other Revenue-Athletics	117.98	0.00	0.00	1,771.31	80.00	2214.14
1999-0000	Other Revenue-General	34,152.99	0.00	0.00	477,442.77	600,000.00	79.57
	Total Revenue from Local Sourc	6,762,128.32	0.00	0.00	82,607,962.49	150,340,567.00	54.95
STATE	Revenue from State Sources						
3001-0000	Evidence Based Funding (EBF)	5,480,918.00	0.00	0.00	43,847,035.00	60,287,826.00	72.73
3100-0000	Special Ed-Pvt Facility Tuitio	0.00	0.00	0.00	2,447,807.28	3,142,162.00	77.90
3120-0000	Special Ed-Orphanage Individua	0.00	0.00	0.00	412,620.55	527,038.00	78.29
3130-0000	Special Ed-Orphange Summer	0.00	0.00	0.00	15,513.00	13,083.00	118.57
3360-0000	State Free Lunch & Breakfast	11,442.28	0.00	0.00	138,080.06	0.00	0.00
3370-0000	Driver Education	0.00	0.00	0.00	59,095.80	76,608.00	77.14
3696-0000	Safe School Grant	0.00	0.00	0.00	42,467.00	41,426.00	102.51
3999-0000	ALOP ROE Revenue	178,669.60	0.00	0.00	1,189,817.70	1,715,151.00	69.37

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
STATE	Revenue from State Sources						
	Total Revenue from State Sourc	5,671,029.88	0.00	0.00	48,152,436.39	65,803,294.00	73.18
FEDERAL	Revenue from Federal Sources						
4210-0000	National School Lunch Program	1,941,562.75	0.00	0.00	6,432,335.00	0.00	0.00
4220-0000	School Breakfast Program	435,879.01	0.00	0.00	1,338,523.13	0.00	0.00
4225-0000	Summer Food Program	0.00	0.00	0.00	241,164.45	7,237,829.00	3.33
4226-0000	Child & Adult Food Care Progr	39,430.68	0.00	0.00	154,246.32	0.00	0.00
4240-0000	Fresh Fruit and Veg. Program	3,704.41	0.00	0.00	15,814.74	27,357.00	57.81
4625-0000	Special Ed-IDEA Room & Board	22,597.37	0.00	0.00	323,046.99	795,992.00	40.58
4950-0000	Dept of Rehab Svcs	1,500.00	0.00	0.00	33,150.00	28,000.00	118.39
4991-0000	Medicaid Admin Outreach	0.00	0.00	0.00	872,159.85	700,000.00	124.59
4992-0000	Medicaid FFS	80,113.34	0.00	0.00	1,225,331.57	2,300,000.00	53.28
	Total Revenue from Federal Sou	2,524,787.56	0.00	0.00	10,635,772.05	11,089,178.00	95.91
	Total Revenue	14,957,945.76	0.00	0.00	141,396,170.93	227,233,039.00	62.23
EXPENSE	Expense						
100	Salaries						
111-0000	Certified Administrator	784,092.25	0.00	0.00	7,992,752.99	10,998,680.00	72.67
112-0000	Certified Directors/Superviors	326,415.00	0.00	0.00	3,169,575.25	4,094,787.00	77.41
113-0000	Certified Teachers	7,109,173.14	0.00	0.00	57,193,290.58	95,137,152.00	60.12
114-0000	Other Certified	934,923.99	0.00	0.00	7,296,280.62	12,624,209.00	57.80
115-0000	Non-Certified Supervision/Head	185,690.25	0.00	0.00	2,026,736.12	2,656,931.00	76.28
116-0000	Non-Certified Sec/Spec	493,505.94	0.00	0.00	5,080,508.78	7,055,481.00	72.01
117-0000	Non-Certified Paras/Custodial	831,521.79	0.00	0.00	6,160,543.98	8,578,253.00	71.82
118-0000	Other Non-Certified	90,653.82	0.00	0.00	762,311.00	938,653.00	81.21
119-0000	Other	121,743.24	0.00	0.00	957,111.68	1,273,496.00	75.16
121-0000	Substitute-Teacher	240,603.39	0.00	0.00	1,598,188.03	1,454,250.00	109.90
122-0000	Substitute-Paraprofessionals	16,938.49	0.00	0.00	83,648.49	200,000.00	41.82
123-0000	Substitute-Conferences	11,235.00	0.00	0.00	49,815.00	312,350.00	15.95
125-0000	Substitute-Other Non-Certified	0.00	0.00	0.00	642.90	0.00	0.00
132-0000	1.5 Overtime	8,374.94	0.00	0.00	128,648.29	93,294.00	137.90
133-0000	2.0 Overtime	196.66	0.00	0.00	1,224.91	3,800.00	32.23
134-0000	Subs-Conferences/Prof Develop	1,487.50	0.00	0.00	13,527.50	0.00	0.00
135-0000	Long Term Certified Subs	111,985.00	0.00	0.00	593,280.00	815,000.00	72.80
138-0000	Subs-Grants	180.00	0.00	0.00	1,645.00	0.00	0.00
143-0000	Overload	75,845.49	0.00	0.00	216,308.83	300,000.00	72.10
148-0000	Extra Pay-Non-Certified	55,117.21	0.00	0.00	256,337.96	102,975.00	248.93
149-0000	Extra Pay-Certified	530,388.70	0.00	0.00	3,606,362.28	4,409,499.00	81.79
161-0000	Mileage Stipend	13,338.86	0.00	0.00	132,736.08	173,620.00	76.45
	Total Salaries	11,943,410.66	0.00	0.00	97,321,476.27	151,222,430.00	64.36
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)	587,266.19	0.00	0.00	4,926,714.37	7,746,626.00	63.60
212-0000	Municipal Retirement (IMRF)	10,990.37	0.00	0.00	20,497.50	119,567.00	17.14
215-0000	One-Time TRS Early Retirement	0.00	0.00	0.00	121,667.68	50,000.00	243.34
218-0000	THIS Fund Employer Contributio	81,404.09	0.00	0.00	683,961.70	1,095,873.00	62.41
221-0000	Life Insurance	6,387.60	0.00	0.00	58,687.56	87,097.00	67.38
222-0000	Medical Insurance	1,708,096.93	0.00	0.00	12,219,555.94	20,459,827.00	59.72
223-0000	Dental Insurance	95,174.56	0.00	0.00	678,062.33	1,063,117.00	63.78
224-0000	Vision Insurance	18,589.06	0.00	0.00	133,264.49	237,858.00	56.03
225-0000	Disability Insurance	1,643.26	0.00	0.00	17,030.63	21,416.00	79.52
226-0000	HRA/HSA Board Contributions	4,850.00	0.00	0.00	1,272,246.50	1,200,000.00	106.02
231-0000	Certified Tuition Reimbursemen	41,501.90	0.00	0.00	101,075.00	100,000.00	101.08
232-0000	DESA Tuition Reimbursement	0.00	0.00	0.00	946.00	2,000.00	47.30
234-0000	Non-Union Tuition Reimbursemen	0.00	0.00	0.00	0.00	2,000.00	0.00
235-0000	Admin Tuition Reimbursement	0.00	0.00	0.00	11,032.68	50,000.00	22.07
236-0000	Admin Relocation Reimbursement	0.00	0.00	0.00	0.00	3,000.00	0.00
	Total Employee Benefits	2,555,903.96	0.00	0.00	20,244,742.38	32,238,381.00	62.80
300	Purchased Services						
311-0000	Professional Services-Administ	22,362.72	0.00	0.00	108,017.69	703,113.00	15.36
312-0000	Staff Development-On Site	521.75	0.00	0.00	3,179.47	59,935.00	5.30
313-0000	Staff Development	8,328.76	0.00	0.00	28,755.81	208,832.00	13.77
314-0000	Professional Services-Instruct	4,563.48	0.00	0.00	61,996.22	564,842.00	10.98
315-0000	Food-Contracted	6,364.91	0.00	0.00	72,078.69	123,815.00	58.21
316-0000	Charter School Payment	0.00	0.00	0.00	6,229,720.29	8,102,852.00	76.88
317-0000	Audit/Financial Services	0.00	0.00	0.00	48,200.00	58,000.00	83.10
318-0000	Legal Services	28,363.25	0.00	0.00	314,802.46	350,000.00	89.94
319-0000	Other Professional & Technical	126,450.00	0.00	0.00	1,619,020.92	2,674,915.00	60.53
321-0000	Sanitation Services	130.53-	0.00	0.00	130.53-	1,000.00	13.05-
323-0000	Repair & Maintenance	14,695.11	0.00	0.00	227,081.72	402,595.00	56.40
325-0000	Rentals	27,330.91	0.00	0.00	112,001.26	231,680.00	48.34
327-0000	Computer Maintenance	0.00	0.00	0.00	8.99	732.00	1.23
329-0000	Other Property Services	0.00	0.00	0.00	1,000.00	0.00	0.00
331-0000	Pupil Transportation-General	0.00	0.00	0.00	1,482.63	0.00	0.00
333-0000	District Travel	38,260.68	0.00	0.00	104,731.06	286,530.00	36.55
334-0000	Professional Meetings	500.00	0.00	0.00	3,066.92	35,979.00	8.52
336-0000	Pupil Transportation-Field Tri	256.30	0.00	0.00	1,207.46	26,988.00	4.47
338-0000	Pupil Transportation - Athleti	156.12	0.00	0.00	813.91	0.00	0.00
339-0000	Other Transporation Services	0.00	0.00	0.00	465.76	6,259.00	7.44
341-0000	Postage & Shipping Charges	943.83	0.00	0.00	27,529.51	56,185.00	49.00
342-0000	Telephone-Local	19,727.18	0.00	0.00	174,383.64	195,249.00	89.31
346-0000	Telephone - WAN and Internet	23,378.98	0.00	0.00	257,868.36	302,637.00	85.21
347-0000	Telephone-Cellular	47,635.45	0.00	0.00	271,639.94	110,902.00	244.94
351-0000	Recruiting	2,425.00	0.00	0.00	29,054.28	14,300.00	203.18
352-0000	Legal Notices	221.95	0.00	0.00	5,882.35	25,500.00	23.07
353-0000	License & Registration	1,743.00-	0.00	0.00	0.00	0.00	0.00
361-0000	Printing & Binding	2,298.00	0.00	0.00	34,549.17	84,543.00	40.87

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						
385-0000	Unemployment Insurance	23,652.00	0.00	0.00	32,942.98	35,000.00	94.12
390-0000	Officials-Tournaments	0.00	0.00	0.00	52.00	0.00	0.00
391-0000	Officials-IHSA Sponsored	8,965.00	0.00	0.00	132,057.57	169,313.00	78.00
392-0000	License & Registrations	0.00	0.00	0.00	636.00	2,400.00	26.50
395-0000	Management Fees	856,123.55	0.00	0.00	5,309,358.01	5,400,000.00	98.32
397-0000	Software Licensing	13,220.68	0.00	0.00	2,860,670.47	3,233,571.00	88.47
398-0000	Banking/Credit Card Fees	5,184.92	0.00	0.00	56,747.69	141,100.00	40.22
	Total Purchased Services	1,280,057.00	0.00	0.00	18,130,872.70	23,608,767.00	76.80
400	Supplies & Materials						
411-0000	Supplies-General	193,034.48	0.00	0.00	1,403,772.78	2,012,076.00	69.77
412-0000	Supplies-Testing Materials	39,987.00	0.00	0.00	39,987.00	237,900.00	16.81
415-0000	Supplies-Computer	695.34	0.00	0.00	26,720.59	33,815.00	79.02
416-0000	Supplies-Athletic Fields	0.00	0.00	0.00	6,635.24	0.00	0.00
417-0000	Supplies-Uniform	3,563.30	0.00	0.00	86,892.95	87,850.00	98.91
421-0000	Textbooks- Approved Standard	99.90	0.00	0.00	286,603.51	2,200.00	0.00
		Large Percent of Budget		0.00			13027.43
422-0000	Textbooks-Consumables	0.00	0.00	0.00	2,821.80	10,616.00	26.58
423-0000	Textbooks-Rebinds	0.00	0.00	0.00	786.75	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	0.00	0.00	0.00	63,296.89	15,200.00	416.43
425-0000	Textbooks-Approved Standard El	0.00	0.00	0.00	28,718.33	1,648,919.00	1.74
426-0000	Textbooks-Electronic Supplemen	0.00	0.00	0.00	299.97	0.00	0.00
431-0000	Library Books	17,950.18	0.00	0.00	159,272.04	95,400.00	166.95
441-0000	Periodicals	861.77	0.00	0.00	24,950.70	30,950.00	80.62
464-0000	Gasoline	341.10	0.00	0.00	4,066.99-	6,700.00	60.70-
471-0000	System Software	0.00	0.00	0.00	4,077.94	105,701.00	3.86
472-0000	Instructional Software	450.00	0.00	0.00	11,114.94	80,393.00	13.83
481-0000	Equipment < $500	5,395.70	0.00	0.00	96,997.40	75,764.00	128.03
482-0000	Parts-Transportation	0.00	0.00	0.00	1,138.76	2,800.00	40.67
484-0000	Computer Related Equip < $500	2,464.34	0.00	0.00	133,765.63	118,150.00	113.22
491-0000	Mat & Sup-Shipping	0.00	0.00	0.00	0.00	2,642.00	0.00
	Total Supplies & Materials	264,843.11	0.00	0.00	2,373,786.23	4,567,076.00	51.98
500	Capital Outlay						
541-0000	Equipment	3,549.98	0.00	0.00	188,547.65	88,559.00	212.91
545-0000	Computer Equipment > $500	250.00	0.00	0.00	2,362.96	0.00	0.00
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	18,936.04	0.00	0.00
	Total Capital Outlay	3,799.98	0.00	0.00	209,846.65	128,559.00	163.23
600	Other Objects						
641-0000	Dues & Fees	29,835.16	0.00	0.00	210,635.46	251,812.00	83.65
651-0000	Judgements	25,000.00	0.00	0.00	25,000.00	0.00	0.00
671-0000	Private Facility Tuition	1,064,190.66	0.00	0.00	6,383,219.85	9,409,670.00	67.84

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						
672-0000	Room and Board	27,214.04	0.00	0.00	248,777.12	601,981.00	41.33
673-0000	General Tuition	0.00	0.00	0.00	259,571.13	565,900.00	45.87
691-0000	Miscellaneous Objects	402.23	0.00	0.00	6,326.32	90,735.00	6.97
	Total Other Objects	1,146,642.09	0.00	0.00	7,133,529.88	10,920,098.00	65.32
700	Transfers						
702-0000	Transfer Principal	0.00	0.00	0.00	1,390,800.73	1,390,801.00	100.00
	Total Transfers	0.00	0.00	0.00	1,390,800.73	1,390,801.00	100.00
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	79,878.28	0.00	0.00	275,900.76	709,918.00	38.86
755-0000	Computer Equipment < $5000	117,022.62	0.00	0.00	628,862.87	2,246,649.00	27.99
757-0000	Network Equipment < $5000	0.00	0.00	0.00	79,574.81	148,270.00	53.67
	Total Capital Outlay - Capita	196,900.90	0.00	0.00	984,338.44	3,104,837.00	31.70
	Total System Accounts	196,900.90	0.00	0.00	984,338.44	3,104,837.00	31.70
	Total Expense	17,391,557.70	0.00	0.00	147,789,393.28	227,180,949.00	65.05
	Total Net Change in Fund Balan	2,433,611.94-	0.00	0.00	6,393,222.35-	52,090.00	0.00
		Large Percent of Budget		0.00			12273.42-

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	30.72	0.00	0.00	1,142.39	3,800.00	30.06
1921-0000	Contributions & Donations from	0.00	0.00	0.00	0.00	8,000.00	0.00
1922-0000	Foundation Donations	0.00	0.00	0.00	0.00	11,000.00	0.00
1991-0000	Payment from Other LEAs	372.30	0.00	0.00	372.30	0.00	0.00
1999-0000	Other Revenue-General	0.00	0.00	0.00	0.00	5,977.00	0.00
	Total Revenue from Local Sourc	403.02	0.00	0.00	1,514.69	28,777.00	5.26
STATE	Revenue from State Sources						
3220-0000	Voc Ed School Improvement	31,585.00	0.00	0.00	111,120.00	232,077.00	47.88
3275-0000	Voc Ed Elem Career	145.00	0.00	0.00	9,721.00	13,837.00	70.25
3621-0000	School Library	0.00	0.00	0.00	0.00	16,857.00	0.00
3622-0000	Family Literacy Grant	0.00	0.00	0.00	2,571.35	0.00	0.00
3705-0000	Early Childhood-State PreK	263,638.00	0.00	0.00	1,186,374.00	1,581,831.00	75.00
3706-0000	Early Childhood-Prevention	60,430.00	0.00	0.00	269,424.00	332,372.00	81.06
3707-0000	Early Childhood-PreSchool For	143,842.00	0.00	0.00	570,864.00	791,133.00	72.16
3992-0000	After School Program Grant	28,853.00	0.00	0.00	41,547.00	101,531.00	40.92
3997-0000	School STEAM Revenue	12,281.00	0.00	0.00	36,843.00	0.00	0.00
	Total Revenue from State Sourc	540,774.00	0.00	0.00	2,228,464.35	3,069,638.00	72.60
FEDERAL	Revenue from Federal Sources						
4300-0000	Title I-Low Income	187,156.00	0.00	0.00	2,121,879.00	2,740,479.00	77.43
4400-0000	Title IV-Safe & Drug Free Scho	0.00	0.00	0.00	190,402.00	192,747.00	98.78
4600-0000	Special Ed-Preschool Flow Thro	2,310.00	0.00	0.00	59,921.00	94,605.00	63.34
4620-0000	Special Ed-IDEA Flow Through	37,412.00	0.00	0.00	2,895,560.00	4,113,666.00	70.39
4745-0000	Perkins-III	58,767.00	0.00	0.00	76,979.00	118,689.00	64.86
4909-0000	LIPLEPS-III	19,943.00	0.00	0.00	189,081.00	300,560.00	62.91
4932-0000	Title II-Teacher Quality	0.00	0.00	0.00	519,902.00	477,577.00	108.86
4991-0000	Medicaid Admin Outreach	0.00	0.00	0.00	0.00	100,000.00	0.00
4994-0000	EC-Governor Emergency Ed Relie	0.00	0.00	0.00	88,192.00	0.00	0.00
4996-0000	Elementary & Secondary Relief	0.00	0.00	0.00	260.00	0.00	0.00
4998-0000	Other Federal Revenues	0.00	0.00	0.00	0.00	1,650,961.00	0.00
4999-0000	DO NOT USE FY22 EC Pre School	0.00	0.00	0.00	65,927.00	0.00	0.00
	Total Revenue from Federal Sou	305,588.00	0.00	0.00	6,208,103.00	9,789,284.00	63.42
	Total Revenue	846,765.02	0.00	0.00	8,438,082.04	12,887,699.00	65.47
EXPENSE	Expense						
100	Salaries						
112-0000	Certified Directors/Superviors	0.00	0.00	0.00	15,470.18	141,870.00	10.90
113-0000	Certified Teachers	218,546.95	0.00	0.00	1,481,989.50	2,852,269.00	51.96
114-0000	Other Certified	6,092.02-	0.00	0.00	75,624.52	912,036.00	8.29

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						
116-0000	Non-Certified Sec/Spec	32,832.22	0.00	0.00	48,255.76	0.00	0.00
117-0000	Non-Certified Paras/Custodial	29,932.20	0.00	0.00	218,607.68	178,426.00	122.52
118-0000	Other Non-Certified	78,483.14	0.00	0.00	839,973.56	945,656.00	88.82
132-0000	1.5 Overtime	9.34	0.00	0.00	9.34	0.00	0.00
138-0000	Subs-Grants	10,265.00	0.00	0.00	65,297.19	0.00	0.00
148-0000	Extra Pay-Non-Certified	1,252.50	0.00	0.00	7,192.50	3,200.00	224.77
149-0000	Extra Pay-Certified	12,526.16	0.00	0.00	332,658.91	1,139,105.00	29.20
161-0000	Mileage Stipend	0.00	0.00	0.00	369.18	0.00	0.00
	Total Salaries	377,755.49	0.00	0.00	3,085,448.32	6,172,562.00	49.99
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	13,149.78	0.00	0.00	93,049.46	242,655.00	38.35
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	0.00	16,030.00	0.00
213-0000	Federal Insurance Contribution	0.00	0.00	0.00	0.00	69,893.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	0.00	39,516.00	0.00
217-0000	TRS Federal Contribution	38,600.61	0.00	0.00	356,303.72	290,622.00	122.60
218-0000	THIS Fund Employer Contributio	1,694.01	0.00	0.00	13,976.31	36,633.00	38.15
221-0000	Life Insurance	164.38	0.00	0.00	1,248.37	54,524.00	2.29
222-0000	Medical Insurance	58,798.29	0.00	0.00	372,929.32	496,200.00	75.16
223-0000	Dental Insurance	4,193.95	0.00	0.00	25,340.49	149,946.00	16.90
224-0000	Vision Insurance	784.08	0.00	0.00	4,973.58	54,524.00	9.12
225-0000	Disability Insurance	0.00	0.00	0.00	22.59	0.00	0.00
226-0000	HRA/HSA Board Contributions	0.00	0.00	0.00	10,948.75	0.00	0.00
	Total Employee Benefits	117,385.10	0.00	0.00	878,792.59	1,450,543.00	60.58
300	Purchased Services						
312-0000	Staff Development-On Site	0.00	0.00	0.00	66,900.00	0.00	0.00
313-0000	Staff Development	0.00	0.00	0.00	2,540.00	329,650.00	.77
314-0000	Professional Services-Instruct	945,438.56	0.00	0.00	2,847,144.40	120,457.00	2363.62
315-0000	Food-Contracted	1,242.60	0.00	0.00	8,818.52	0.00	0.00
319-0000	Other Professional & Technical	32,732.50	0.00	0.00	124,554.34	3,111,868.00	4.00
323-0000	Repair & Maintenance	4,918.90	0.00	0.00	5,433.90	3,000.00	181.13
325-0000	Rentals	0.00	0.00	0.00	1,111.60	0.00	0.00
331-0000	Pupil Transportation-General	0.00	0.00	0.00	14,080.04	81,258.00	17.33
333-0000	District Travel	1,502.05	0.00	0.00	13,123.40	0.00	0.00
334-0000	Professional Meetings	4,810.57	0.00	0.00	39,817.17	732,517.00	5.44
336-0000	Pupil Transportation-Field Tri	0.00	0.00	0.00	1,200.00	0.00	0.00
392-0000	License & Registrations	500.00	0.00	0.00	500.00	0.00	0.00
397-0000	Software Licensing	3,509.25	0.00	0.00	315,233.42	56,410.00	558.83
399-0000	Other Purchased Services	997.66	0.00	0.00	997.66	0.00	0.00
	Total Purchased Services	995,652.09	0.00	0.00	3,441,454.45	4,435,160.00	77.59
400	Supplies & Materials						
411-0000	Supplies-General	11,317.34	0.00	0.00	298,114.15	575,737.00	51.78

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						
412-0000	Supplies-Testing Materials	1,094.50	0.00	0.00	1,970.10	0.00	0.00
415-0000	Supplies-Computer	3,821.25	0.00	0.00	8,364.97	0.00	0.00
422-0000	Textbooks-Consumables	0.00	0.00	0.00	14,373.78	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	0.00	0.00	0.00	2,874.50	0.00	0.00
431-0000	Library Books	3,410.64	0.00	0.00	6,066.83	16,857.00	35.99
441-0000	Periodicals	0.00	0.00	0.00	625.00	0.00	0.00
472-0000	Instructional Software	0.00	0.00	0.00	1,800.00	0.00	0.00
481-0000	Equipment < $500	641.92	0.00	0.00	50,941.95	0.00	0.00
484-0000	Computer Related Equip < $500	0.00	0.00	0.00	8,578.10	0.00	0.00
	Total Supplies & Materials	20,285.65	0.00	0.00	393,709.38	592,594.00	66.44
500	Capital Outlay						
541-0000	Equipment	7,325.00	0.00	0.00	37,610.50	0.00	0.00
545-0000	Computer Equipment > $500	0.00	0.00	0.00	0.00	68,135.00	0.00
	Total Capital Outlay	7,325.00	0.00	0.00	37,610.50	68,135.00	55.20
600	Other Objects						
641-0000	Dues & Fees	0.00	0.00	0.00	45,924.00	45,000.00	102.05
	Total Other Objects	0.00	0.00	0.00	45,924.00	45,000.00	102.05
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	936.00	0.00	0.00	101,001.06	123,705.00	81.65
755-0000	Computer Equipment < $5000	21,995.00	0.00	0.00	50,812.47	0.00	0.00
	Total Capital Outlay - Capita	22,931.00	0.00	0.00	151,813.53	123,705.00	122.72
	Total System Accounts	22,931.00	0.00	0.00	151,813.53	123,705.00	122.72
	Total Expense	1,541,334.33	0.00	0.00	8,034,752.77	12,887,699.00	62.34
	Total Net Change in Fund Balan	694,569.31-	0.00	0.00	403,329.27	0.00	0.00

Income Statement

Consolidated		Covid 19 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						
STATE	Revenue from State Sources						
3998-0000	FEMA Public Assistance Progra	0.00	0.00	0.00	62,210.38	0.00	0.00
	Total Revenue from State Sourc	0.00	0.00	0.00	62,210.38	0.00	0.00
FEDERAL	Revenue from Federal Sources						
4942-0000	ESSER II	109,290.00	0.00	0.00	956,916.00	540,212.00	177.14
4943-0000	ESSER III	697,456.00	0.00	0.00	2,408,677.00	5,972,971.00	40.33
4995-0000	Digital Professional Learning	0.00	0.00	0.00	36,909.00	0.00	0.00
4996-0000	Elementary & Secondary Relief	0.00	0.00	0.00	1,020,351.00	0.00	0.00
4997-0000	ESSER I	0.00	0.00	0.00	142,575.00	48,497.00	293.99
	Total Revenue from Federal Sou	806,746.00	0.00	0.00	4,565,428.00	6,561,680.00	69.58
	Total Revenue	806,746.00	0.00	0.00	4,627,638.38	6,561,680.00	70.53
EXPENSE	Expense						
100	Salaries						
113-0000	Certified Teachers	192,982.32	0.00	0.00	1,441,490.80	1,660,308.00	86.82
114-0000	Other Certified	0.00	0.00	0.00	0.00	172,200.00	0.00
116-0000	Non-Certified Sec/Spec	26,492.49	0.00	0.00	124,638.78	0.00	0.00
117-0000	Non-Certified Paras/Custodial	2,384.04	0.00	0.00	15,208.60	496,499.00	3.06
118-0000	Other Non-Certified	28,791.45	0.00	0.00	87,863.23	0.00	0.00
119-0000	Other	0.00	0.00	0.00	572.08	0.00	0.00
132-0000	1.5 Overtime	832.80	0.00	0.00	11,491.82	0.00	0.00
143-0000	Overload	36,464.42	0.00	0.00	228,042.50	239,414.00	95.25
148-0000	Extra Pay-Non-Certified	3,226.75	0.00	0.00	32,117.12	0.00	0.00
149-0000	Extra Pay-Certified	46,901.25	0.00	0.00	368,452.00	992,744.00	37.11
	Total Salaries	338,075.52	0.00	0.00	2,309,876.93	3,561,165.00	64.86
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	10,816.27	0.00	0.00	83,495.14	282,786.00	29.53
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	0.00	43,817.00	0.00
213-0000	Federal Insurance Contribution	0.00	0.00	0.00	0.00	30,783.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	0.00	18,322.00	0.00
217-0000	TRS Federal Contribution	0.00	0.00	0.00	0.00	514,914.00	0.00
218-0000	THIS Fund Employer Contributio	1,765.41	0.00	0.00	13,393.41	21,184.00	63.22
221-0000	Life Insurance	116.58	0.00	0.00	821.15	7,343.00	11.18
222-0000	Medical Insurance	35,154.52	0.00	0.00	218,542.35	1,465,120.00	14.92
223-0000	Dental Insurance	1,380.27	0.00	0.00	9,162.12	20,194.00	45.37
224-0000	Vision Insurance	320.04	0.00	0.00	1,997.13	7,343.00	27.20
226-0000	HRA/HSA Board Contributions	0.00	0.00	0.00	6,750.00	0.00	0.00
	Total Employee Benefits	49,553.09	0.00	0.00	334,161.30	2,411,806.00	13.86
300	Purchased Services						

Income Statement

Consolidated		Covid 19 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						
319-0000	Other Professional & Technical	47,416.18	0.00	0.00	218,277.05	0.00	0.00
321-0000	Sanitation Services	655.00	0.00	0.00	10,325.00	0.00	0.00
325-0000	Rentals	0.00	0.00	0.00	1,086,534.67	92,200.00	1178.45
326-0000	Alarm System Services	0.00	0.00	0.00	3,040.00	0.00	0.00
331-0000	Pupil Transportation-General	8,441.44	0.00	0.00	51,072.48	0.00	0.00
334-0000	Professional Meetings	0.00	0.00	0.00	361.00	0.00	0.00
397-0000	Software Licensing	0.00	0.00	0.00	9,550.00	0.00	0.00
	Total Purchased Services	56,512.62	0.00	0.00	1,379,160.20	92,200.00	1495.84
400	Supplies & Materials						
411-0000	Supplies-General	3,962.41-	0.00	0.00	453,502.24	342,677.00	132.34
415-0000	Supplies-Computer	0.00	0.00	0.00	1,481.81	0.00	0.00
	Total Supplies & Materials	3,962.41-	0.00	0.00	454,984.05	342,677.00	132.77
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	0.00	0.00	0.00	311,331.04	153,832.00	202.38
	Total Capital Outlay - Capita	0.00	0.00	0.00	311,331.04	153,832.00	202.38
	Total System Accounts	0.00	0.00	0.00	311,331.04	153,832.00	202.38
	Total Expense	440,178.82	0.00	0.00	4,789,513.52	6,561,680.00	72.99
	Total Net Change in Fund Balan	366,567.18	0.00	0.00	161,875.14-	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	278,732.15	11,427,945.00	2.44
1112-0000	First PR YR General Levy	0.00	0.00	0.00	10,408,342.01	11,132,255.00	93.50
1231-0000	Corporate Personal Property Re	189,719.10	0.00	0.00	1,131,643.00	1,131,643.00	100.00
1390-0000	Transition Fees	21,838.08	0.00	0.00	177,944.78	340,051.00	52.33
1511-0000	Interest on Investments	142.96	0.00	0.00	10,276.12	8,600.00	119.49
1791-0000	Parking Permits	2,207.32	0.00	0.00	154,827.49	162,156.00	95.48
1910-0000	Building Rental	1,730.00	0.00	0.00	30,664.25	69,244.00	44.28
1951-0000	Refund of PR YRs' Expenditiure	0.00	0.00	0.00	307.50	1,613.00	19.06
1990-0000	P-Card Inadvertent	0.00	0.00	0.00	9.00	0.00	0.00
1997-0000	Revenue From Sale of Assets	3,214.00	0.00	0.00	190,724.75	89,796.00	212.40
1999-0000	Other Revenue-General	27,942.20	0.00	0.00	251,992.17	260,000.00	96.92
	Total Revenue from Local Sourc	246,793.66	0.00	0.00	12,635,463.22	24,623,303.00	51.32
	Total Revenue	246,793.66	0.00	0.00	12,635,463.22	24,623,303.00	51.32
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	146,847.06	0.00	0.00	1,499,345.01	1,966,793.00	76.23
116-0000	Non-Certified Sec/Spec	3,770.28	0.00	0.00	37,370.39	49,126.00	76.07
117-0000	Non-Certified Paras/Custodial	451,206.22	0.00	0.00	4,500,254.00	6,375,813.00	70.58
119-0000	Other	13,811.43	0.00	0.00	162,712.69	211,164.00	77.06
132-0000	1.5 Overtime	17,519.82	0.00	0.00	158,068.34	196,383.00	80.49
133-0000	2.0 Overtime	3,791.62	0.00	0.00	25,962.32	29,250.00	88.76
161-0000	Mileage Stipend	415.40	0.00	0.00	4,153.80	7,200.00	57.69
	Total Salaries	637,361.83	0.00	0.00	6,387,866.55	8,835,729.00	72.30
200	Employee Benefits						
221-0000	Life Insurance	248.75	0.00	0.00	2,846.62	4,083.00	69.72
222-0000	Medical Insurance	106,516.12	0.00	0.00	997,260.63	1,432,684.00	69.61
223-0000	Dental Insurance	5,909.44	0.00	0.00	56,257.12	78,520.00	71.65
224-0000	Vision Insurance	1,177.56	0.00	0.00	11,208.60	17,720.00	63.25
225-0000	Disability Insurance	36.02	0.00	0.00	376.14	485.00	77.55
	Total Employee Benefits	113,887.89	0.00	0.00	1,067,949.11	1,533,492.00	69.64
300	Purchased Services						
312-0000	Staff Development-On Site	0.00	0.00	0.00	1,250.00	0.00	0.00
313-0000	Staff Development	0.00	0.00	0.00	0.00	5,000.00	0.00
315-0000	Food-Contracted	112.76	0.00	0.00	2,254.04	5,000.00	45.08
319-0000	Other Professional & Technical	5,659.94	0.00	0.00	534,979.57	1,283,250.00	41.69
321-0000	Sanitation Services	12,657.40	0.00	0.00	124,574.01	175,504.00	70.98
323-0000	Repair & Maintenance	59,008.32	0.00	0.00	342,578.26	417,200.00	82.11

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						
325-0000	Rentals	14,573.01	0.00	0.00	139,609.16	259,750.00	53.75
326-0000	Alarm System Services	1,295.00	0.00	0.00	57,565.62	100,000.00	57.57
333-0000	District Travel	0.00	0.00	0.00	325.68	0.00	0.00
341-0000	Postage & Shipping Charges	21.00	0.00	0.00	21.00	0.00	0.00
347-0000	Telephone-Cellular	25.65	0.00	0.00	102.60	1,000.00	10.26
353-0000	License & Registration	0.00	0.00	0.00	0.00	50.00	0.00
363-0000	Repair & Maint-Equip Elec	3,443.98	0.00	0.00	22,054.18	40,500.00	54.45
364-0000	Repair & Maint-Finishing Matl	1,880.00	0.00	0.00	10,751.20	15,000.00	71.67
365-0000	Repair & Maint-Plumbing	2,348.40	0.00	0.00	50,229.36	70,000.00	71.76
366-0000	Repair & Maint-Roofing	6,961.72	0.00	0.00	49,372.88	76,000.00	64.96
367-0000	Repair & Maint-HVAC	47,737.73	0.00	0.00	241,293.22	357,000.00	67.59
368-0000	Repair & Maint-Snowplowing	227,097.00	0.00	0.00	516,995.00	600,000.00	86.17
371-0000	Water/Sewer Services	33,632.94	0.00	0.00	255,622.61	271,254.00	94.24
385-0000	Unemployment Insurance	0.00	0.00	0.00	460.00	7,000.00	6.57
392-0000	License & Registrations	339.00	0.00	0.00	1,908.00	1,500.00	127.20
397-0000	Software Licensing	0.00	0.00	0.00	94,430.49	91,000.00	103.77
	Total Purchased Services	416,793.85	0.00	0.00	2,446,376.88	3,776,008.00	64.79
400	Supplies & Materials						
411-0000	Supplies-General	99,402.00	0.00	0.00	483,104.89	885,178.00	54.58
415-0000	Supplies-Computer	0.00	0.00	0.00	997.74	1,000.00	99.77
416-0000	Supplies-Athletic Fields	4,019.25	0.00	0.00	23,338.82	41,500.00	56.24
417-0000	Supplies-Uniform	7,806.42	0.00	0.00	20,857.24	43,000.00	48.51
418-0000	Supplies-B&G Schools	0.00	0.00	0.00	0.00	70,000.00	0.00
464-0000	Gasoline	636.84	0.00	0.00	51,916.03	37,000.00	140.31
465-0000	Natural Gas	59,812.86	0.00	0.00	235,563.72	508,294.00	46.34
466-0000	Electricity	89,224.96	0.00	0.00	2,211,896.77	3,246,211.00	68.14
481-0000	Equipment < $500	0.00	0.00	0.00	22,469.82	29,000.00	77.48
482-0000	Parts-Transportation	1,305.19	0.00	0.00	9,033.86	17,000.00	53.14
485-0000	Supplies - Air Filters	4,649.20	0.00	0.00	26,112.55	52,100.00	50.12
486-0000	Supplies - Mop Heads Towels Ma	0.00	0.00	0.00	98,252.74	32,900.00	298.64
493-0000	Supplies-Equip Elec	9,413.62	0.00	0.00	56,590.47	190,000.00	29.78
494-0000	Supplies-Finishing Matl	19,890.29	0.00	0.00	153,572.90	253,500.00	60.58
495-0000	Supplies-Plumbing	7,225.46	0.00	0.00	50,969.12	74,000.00	68.88
496-0000	Supplies-Roofing	0.00	0.00	0.00	0.00	12,000.00	0.00
497-0000	Supplies-HVAC	24,696.76	0.00	0.00	203,004.38	300,000.00	67.67
498-0000	Supplies-Bagged Salt	0.00	0.00	0.00	18,979.22	30,000.00	63.26
499-0000	Supplies-Bulk Salt	0.00	0.00	0.00	0.00	45,000.00	0.00
	Total Supplies & Materials	328,082.85	0.00	0.00	3,666,660.27	5,867,683.00	62.49
500	Capital Outlay						
521-0000	Buildings	32.75	0.00	0.00	140,164.27	300,000.00	46.72
531-0000	Improvements Other than Buildi	0.00	0.00	0.00	92,392.43	0.00	0.00
533-0000	Improvements Other than Buildi	0.00	0.00	0.00	3,900.00	0.00	0.00
541-0000	Equipment	23,824.47	0.00	0.00	108,003.44	470,100.00	22.97

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						
545-0000	Computer Equipment > $500	0.00	0.00	0.00	6,355.43	45,000.00	14.12
	Total Capital Outlay	23,857.22	0.00	0.00	350,815.57	815,100.00	43.04
600	Other Objects						
641-0000	Dues & Fees	750.00	0.00	0.00	1,968.00	9,000.00	21.87
	Total Other Objects	750.00	0.00	0.00	1,968.00	9,000.00	21.87
700	Transfers						
701-0000	Transfer Interest	0.00	0.00	0.00	0.00	818,178.00	0.00
702-0000	Transfer Principal	0.00	0.00	0.00	0.00	1,735,000.00	0.00
	Total Transfers	0.00	0.00	0.00	0.00	2,553,178.00	0.00
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	13,747.75	0.00	0.00	113,039.24	243,644.00	46.40
755-0000	Computer Equipment < $5000	0.00	0.00	0.00	0.00	1,000.00	0.00
	Total Capital Outlay - Capita	13,747.75	0.00	0.00	113,039.24	244,644.00	46.21
	Total System Accounts	13,747.75	0.00	0.00	113,039.24	244,644.00	46.21
	Total Expense	1,534,481.39	0.00	0.00	14,034,675.62	23,634,834.00	59.38
	Total Net Change in Fund Balan	1,287,687.73-	0.00	0.00	1,399,212.40-	988,469.00	141.55-

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	341,005.84	13,386,616.00	2.55
1112-0000	First PR YR General Levy	0.00	0.00	0.00	12,707,338.18	13,463,299.00	94.39
1511-0000	Interest on Investments	209.92	0.00	0.00	1,130.33	16,500.00	6.85
1999-0000	Other Revenue-General	0.00	0.00	0.00	5,991.25	0.00	0.00
	Total Revenue from Local Sourc	209.92	0.00	0.00	13,055,465.60	26,866,415.00	48.59
	Total Revenue	209.92	0.00	0.00	13,055,465.60	26,866,415.00	48.59
EXPENSE	Expense						
300	Purchased Services						
319-0000	Other Professional & Technical	0.00	0.00	0.00	6,650.00	18,000.00	36.94
	Total Purchased Services	0.00	0.00	0.00	6,650.00	18,000.00	36.94
600	Other Objects						
611-0000	Redemption of Principle	0.00	0.00	0.00	5,126,781.65	3,391,782.00	151.15
612-0000	Lease Purchase-Principle	0.00	0.00	0.00	0.00	3,125,801.00	0.00
621-0000	Interest	0.00	0.00	0.00	18,886,808.19	24,659,466.00	76.59
	Total Other Objects	0.00	0.00	0.00	24,013,589.84	31,177,049.00	77.02
700	Transfers						
701-0000	Transfer Interest	0.00	0.00	0.00	0.00	818,178.00-	0.00
702-0000	Transfer Principal	0.00	0.00	0.00	1,390,800.73-	3,125,801.00-	44.49
	Total Transfers	0.00	0.00	0.00	1,390,800.73-	3,943,979.00-	35.26
	Total Expense	0.00	0.00	0.00	22,629,439.11	27,251,070.00	83.04
	Total Net Change in Fund Balan	209.92	0.00	0.00	9,573,973.51-	384,655.00-	2488.98

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	107,143.63	4,395,846.00	2.44
1112-0000	First PR YR General Levy	0.00	0.00	0.00	4,002,816.33	4,280,982.00	93.50
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	0.00	366,709.00	0.00
1511-0000	Interest on Investments	135.79	0.00	0.00	8,679.64	7,300.00	118.90
1994-0000	Field Trips	12,018.14	0.00	0.00	98,700.40	186,000.00	53.06
	Total Revenue from Local Sourc	12,153.93	0.00	0.00	4,217,340.00	9,236,837.00	45.66
STATE	Revenue from State Sources						
3500-0000	Transportation-Regular	0.00	0.00	0.00	2,654,356.23	3,480,103.00	76.27
3510-0000	Transportation-Special Ed	0.00	0.00	0.00	4,072,893.72	5,085,163.00	80.09
	Total Revenue from State Sourc	0.00	0.00	0.00	6,727,249.95	8,565,266.00	78.54
	Total Revenue	12,153.93	0.00	0.00	10,944,589.95	17,802,103.00	61.48
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	7,296.28	0.00	0.00	72,948.26	94,838.00	76.92
116-0000	Non-Certified Sec/Spec	3,232.60	0.00	0.00	32,253.31	42,186.00	76.46
132-0000	1.5 Overtime	0.00	0.00	0.00	53.04	100.00	53.04
148-0000	Extra Pay-Non-Certified	258.56	0.00	0.00	1,659.41	1,300.00	127.65
149-0000	Extra Pay-Certified	40,181.25	0.00	0.00	297,315.00	315,000.00	94.39
161-0000	Mileage Stipend	184.62	0.00	0.00	1,846.14	2,400.00	76.92
	Total Salaries	51,153.31	0.00	0.00	406,075.16	455,824.00	89.09
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	234.15	0.00	0.00	1,753.69	1,003.00	174.84
218-0000	THIS Fund Employer Contributio	266.51	0.00	0.00	1,968.49	1,750.00	112.49
221-0000	Life Insurance	14.98	0.00	0.00	156.02	217.00	71.90
222-0000	Medical Insurance	1,891.82	0.00	0.00	12,434.30	6,281.00	197.97
223-0000	Dental Insurance	150.28	0.00	0.00	1,352.52	1,400.00	96.61
224-0000	Vision Insurance	26.16	0.00	0.00	235.44	249.00	94.55
225-0000	Disability Insurance	10.20	0.00	0.00	106.61	139.00	76.70
226-0000	HRA/HSA Board Contributions	0.00	0.00	0.00	1,750.00	0.00	0.00
	Total Employee Benefits	2,594.10	0.00	0.00	19,757.07	11,039.00	178.98
300	Purchased Services						
315-0000	Food-Contracted	0.00	0.00	0.00	4,132.74	0.00	0.00
319-0000	Other Professional & Technical	67.25	0.00	0.00	67.25	6,057.00	1.11
321-0000	Sanitation Services	1,184.09	0.00	0.00	11,353.76	23,585.00	48.14
323-0000	Repair & Maintenance	531.00	0.00	0.00	16,616.08	35,836.00	46.37

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						
325-0000	Rentals	1,751.12	0.00	0.00	14,008.96	32,891.00	42.59
331-0000	Pupil Transportation-General	224,244.43	0.00	0.00	988,053.89	1,123,380.00	87.95
333-0000	District Travel	0.00	0.00	0.00	2,551.94	10,600.00	24.07
334-0000	Professional Meetings	0.00	0.00	0.00	0.00	615.00	0.00
336-0000	Pupil Transportation-Field Tri	0.00	0.00	0.00	198,497.69	384,293.00	51.65
341-0000	Postage & Shipping Charges	0.00	0.00	0.00	0.00	5,181.00	0.00
346-0000	Telephone - WAN and Internet	0.00	0.00	0.00	0.00	425.00	0.00
347-0000	Telephone-Cellular	60.54	0.00	0.00	545.52	772.00	70.66
353-0000	License & Registration	0.00	0.00	0.00	333.25	724.00	46.03
361-0000	Printing & Binding	0.00	0.00	0.00	8,062.93	8,950.00	90.09
371-0000	Water/Sewer Services	594.52	0.00	0.00	4,124.21	6,023.00	68.47
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	52,800.00	52,800.00	100.00
392-0000	License & Registrations	269.00	0.00	0.00	628.00	1,263.00	49.72
394-0000	Managment Fees-Transportation	0.00	0.00	0.00	7,679,476.31	14,541,782.00	52.81
	Total Purchased Services	228,701.95	0.00	0.00	8,981,252.53	16,235,177.00	55.32
400	Supplies & Materials						
411-0000	Supplies-General	19.98	0.00	0.00	6,320.99	11,435.00	55.28
462-0000	Oil	279.42	0.00	0.00	18,021.34	57,305.00	31.45
464-0000	Gasoline	247,062.79	0.00	0.00	751,906.56	966,137.00	77.83
465-0000	Natural Gas	1,368.95	0.00	0.00	6,049.34	11,943.00	50.65
482-0000	Parts-Transportation	1,428.91	0.00	0.00	14,799.95	9,607.00	154.05
	Total Supplies & Materials	250,160.05	0.00	0.00	797,098.18	1,056,427.00	75.45
500	Capital Outlay						
521-0000	Buildings	0.00	0.00	0.00	37,680.67	0.00	0.00
531-0000	Improvements Other than Buildi	0.00	0.00	0.00	10,511.50	0.00	0.00
541-0000	Equipment	0.00	0.00	0.00	0.00	43,636.00	0.00
	Total Capital Outlay	0.00	0.00	0.00	48,192.17	43,636.00	110.44
	Total Expense	532,609.41	0.00	0.00	10,252,375.11	17,802,103.00	57.59
	Total Net Change in Fund Balan	520,455.48-	0.00	0.00	692,214.84	0.00	0.00

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	34,404.26	1,381,330.00	2.49
1112-0000	First PR YR General Levy	0.00	0.00	0.00	1,285,320.24	1,345,355.00	95.54
1511-0000	Interest on Investments	82.65	0.00	0.00	4,530.32	5,800.00	78.11
	Total Revenue from Local Sourc	82.65	0.00	0.00	1,324,254.82	2,732,485.00	48.46
	Total Revenue	82.65	0.00	0.00	1,324,254.82	2,732,485.00	48.46
EXPENSE	Expense						
200	Employee Benefits						
212-0000	Municipal Retirement (IMRF)	215,197.03	0.00	0.00	2,116,399.94	2,648,437.00	79.91
	Total Employee Benefits	215,197.03	0.00	0.00	2,116,399.94	2,648,437.00	79.91
	Total Expense	215,197.03	0.00	0.00	2,116,399.94	2,648,437.00	79.91
	Total Net Change in Fund Balan	215,114.38-	0.00	0.00	792,145.12-	84,048.00	942.49-

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	39,319.16	1,616,469.00	2.43
1152-0000	First PR YR Soc Sec/Medicare L	0.00	0.00	0.00	1,468,926.48	1,574,231.00	93.31
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	500,000.00	500,000.00	100.00
1511-0000	Interest on Investments	8.22	0.00	0.00	1,425.66	1,600.00	89.10
	Total Revenue from Local Sourc	8.22	0.00	0.00	2,009,671.30	3,692,300.00	54.43
	Total Revenue	8.22	0.00	0.00	2,009,671.30	3,692,300.00	54.43
EXPENSE	Expense						
200	Employee Benefits						
213-0000	Federal Insurance Contribution	152,894.02	0.00	0.00	1,351,059.00	1,882,769.00	71.76
214-0000	Medicare Only	179,756.19	0.00	0.00	1,484,843.36	2,304,448.00	64.43
	Total Employee Benefits	332,650.21	0.00	0.00	2,835,902.36	4,187,217.00	67.73
	Total Expense	332,650.21	0.00	0.00	2,835,902.36	4,187,217.00	67.73
	Total Net Change in Fund Balan	332,641.99-	0.00	0.00	826,231.06-	494,917.00-	166.94

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	64,238.05-	0.00	0.00	136,048.56-	90,000.00	151.17-
1960-0000	Surplus from TIF Funds	0.00	0.00	0.00	42,598.04	0.00	0.00
	Total Revenue from Local Sourc	64,238.05-	0.00	0.00	93,450.52-	90,000.00	103.83-
	Total Revenue	64,238.05-	0.00	0.00	93,450.52-	90,000.00	103.83-
EXPENSE	Expense						
500	Capital Outlay						
521-0000	Buildings	872,858.53	0.00	0.00	17,258,283.74	23,637,664.00	73.01
	Total Capital Outlay	872,858.53	0.00	0.00	17,258,283.74	23,637,664.00	73.01
	Total Expense	872,858.53	0.00	0.00	17,258,283.74	23,637,664.00	73.01
	Total Net Change in Fund Balan	937,096.58-	0.00	0.00	17,351,734.26-	23,547,664.00-	73.69

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	328.45	0.00	0.00	15,405.62	20,000.00	77.03
1931-0000	Impact Fees-East Dundee/West D	0.00	0.00	0.00	5,904.00	175,398.00	3.37
1937-0000	Impact Fees-Hampshire	0.00	0.00	0.00	1,346.51	23,167.00	5.81
1938-0000	Impact Fees-Gilberts	0.00	0.00	0.00	157,388.25	0.00	0.00
1939-0000	Impact Fees-Algonquin/Carpente	0.00	0.00	0.00	17,240.00	200,000.00	8.62
1941-0000	Technology E-Rate Revenue	0.00	0.00	0.00	330,482.99	101,435.00	325.81
	Total Revenue from Local Sourc	328.45	0.00	0.00	527,767.37	520,000.00	101.49
	Total Revenue	328.45	0.00	0.00	527,767.37	520,000.00	101.49
EXPENSE	Expense						
	Total Net Change in Fund Balan	328.45	0.00	0.00	527,767.37	520,000.00	101.49

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	50.25	2,019.00	2.49
1112-0000	First PR YR General Levy	0.00	0.00	0.00	1,877.03	1,967.00	95.43
1511-0000	Interest on Investments	846.18	0.00	0.00	40,770.42	53,000.00	76.93
	Total Revenue from Local Sourc	846.18	0.00	0.00	42,697.70	56,986.00	74.93
	Total Revenue	846.18	0.00	0.00	42,697.70	56,986.00	74.93
EXPENSE	Expense						
	Total Net Change in Fund Balan	846.18	0.00	0.00	42,697.70	56,986.00	74.93

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	942,656.71	1,010,234.00	93.31
1122-0000	First PR YR Tort Immunity Levy	0.00	0.00	0.00	0.00	983,909.00	0.00
1511-0000	Interest on Investments	0.00	0.00	0.00	6.77	200.00	3.39
1999-0000	Other Revenue-General	157,026.00	0.00	0.00	157,026.00	0.00	0.00
	Total Revenue from Local Sourc	157,026.00	0.00	0.00	1,099,689.48	1,994,343.00	55.14
	Total Revenue	157,026.00	0.00	0.00	1,099,689.48	1,994,343.00	55.14
EXPENSE	Expense						
300	Purchased Services						
382-0000	Fidelity Bond Premiums	0.00	0.00	0.00	5,120.00	19,688.00	26.01
383-0000	Worker's Compensation Insuranc	0.00	0.00	0.00	1,123,224.00	1,123,221.00	100.00
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	954,285.00	954,285.00	100.00
	Total Purchased Services	0.00	0.00	0.00	2,082,629.00	2,097,194.00	99.31
	Total Expense	0.00	0.00	0.00	2,082,629.00	2,097,194.00	99.31
	Total Net Change in Fund Balan	157,026.00	0.00	0.00	982,939.52-	102,851.00-	955.69

Pcard Statement
Posting Date

April 2022	Merchant	Transaction Amount	Comments
3/8/2022	911 Memorial And Muse	234.00	STUDENT
3/11/2022	Adobe 800-833-6687	29.99	STAFF
3/4/2022	Adobe Inc	9.99	STAFF
4/4/2022	Adobe Inc	9.99	STAFF
3/20/2022	Agoda.Com Extended S	403.31	STUDENT
3/16/2022	Anderson Lock Co	90.00	BG
4/1/2022	At Home Store 230	317.25	STAFF
3/17/2022	Att Bill Payment	3219.68	AP BOARD APPROVED
3/17/2022	Att Bus Phone Pmt	15878.98	AP BOARD APPROVED
3/11/2022	Batteries Plus #0280	30.72	STUDENT
3/17/2022	Batteries Plus #0280	46.08	STUDENT
3/9/2022	Batteries Plus #0456	284.92	BG
3/25/2022	Batteries Plus #0456	117.00	BUILDING
3/9/2022	Best Buy Mht 00011692	19.99	STAFF
3/4/2022	Breakout Incorpor	89.00	STAFF
3/9/2022	Bsn Sports Llc	160.38	STAFF
3/10/2022	Bsn Sports Llc	-9.43	STAFF
3/26/2022	Buffalo Wild Wings Jac	654.11	STUDENT
3/18/2022	Buona 20	12.69	STAFF
3/22/2022	Bureaueduca	159.00	STAFF
3/6/2022	Burlington Stores 1028	11.98	STUDENT
3/6/2022	Burlington Stores 1028	119.80	STUDENT
3/16/2022	Burnt Toast	86.11	STAFF
3/4/2022	Butcher On The Block	826.75	STAFF
3/4/2022	Butcher On The Block	500.00	STAFF
3/4/2022	Butcher On The Block	-40.04	STAFF
3/4/2022	Butcher On The Block	95.54	STAFF
3/3/2022	Butera Fruit Market	22.08	STAFF
3/17/2022	Bww 3752 Normal	140.76	STUDENT
3/12/2022	Candlewood Suites	123.17	TRAVEL
3/12/2022	Candlewood Suites	123.17	TRAVEL
3/8/2022	Carnegie Hall Website	33.00	STUDENT
3/8/2022	Carnegie Hall Website	264.00	STUDENT
3/8/2022	Chick-Fil-A #04756	68.30	STUDENT
3/4/2022	China Wok	70.25	STAFF
3/9/2022	China Wok	74.25	STAFF
3/23/2022	Chipotle 0399	55.15	STAFF
3/3/2022	Chubby S Gyros	35.50	STAFF
3/22/2022	Cici Boiler Room Inc	725.60	BG
3/30/2022	Comcast Business	7500.00	AP BOARD APPROVED
3/17/2022	Comed Payment	2157.83	AP BOARD APPROVED
3/27/2022	Containerstoreshaumbur	303.83	STAFF
3/15/2022	Costumekingdom.Com	79.90	STUDENT

4/2/2022	Culvers Springfield 14	73.49	STUDENT
3/11/2022	Dairy Queen #15192	43.70	STAFF
4/2/2022	Dairy Queen 15215	348.92	STUDENT
3/4/2022	Dd/Br #339870 Q35	259.87	STAFF
4/2/2022	Dd/Br #342005 Q35	185.91	STUDENT
3/10/2022	Dennys #6862 180073	206.68	STUDENT
3/23/2022	Dicks Clothing&sporti	90.00	STUDENT
3/23/2022	Dogfather Hot Dogs	-28.50	STAFF
3/23/2022	Dogfather Hot Dogs	331.52	STAFF
3/6/2022	Dollar Tree	12.50	STAFF
3/8/2022	Dollar Tree	21.25	STUDENT
3/16/2022	Dollar Tree	56.25	STUDENT
3/31/2022	Dollar Tree	37.50	STUDENT
3/9/2022	Dominicks Pizzeria	240.55	STAFF
4/1/2022	Dominos 2920	320.66	STUDENT
3/21/2022	Doubletree By Hilton B	1012.48	TRAVEL
3/10/2022	Dunkin #337637 Q35	69.95	STAFF
3/4/2022	Dunkin #347245 Q35	59.97	STAFF
3/4/2022	Dunkin #347245 Q35	21.97	STAFF
3/17/2022	Dunkin #347245 Q35	30.71	STAFF
3/17/2022	Dunkin #347245 Q35	39.49	STAFF
3/10/2022	Dunkin #353718 Q35	87.34	STUDENT
3/17/2022	Dunkin #353718 Q35	22.28	STUDENT
3/24/2022	Dunkin #353718 Q35	15.00	STUDENT
3/25/2022	Dunkin #356714 Q35	31.98	STAFF
3/14/2022	Ed S Rental And Sales	495.00	STUDENT
3/16/2022	Ed S Rental And Sales	138.00	BG
3/17/2022	Ed S Rental And Sales	115.00	BG
3/31/2022	Ed S Rental And Sales	18.56	BUILDING
3/14/2022	Edweek Print Digital	79.00	STAFF
3/27/2022	Eig Constantcontact.Co	45.00	STAFF
3/26/2022	Einstein Bros-Online C	236.73	STAFF
3/4/2022	El Fuego	-48.75	STAFF
3/15/2022	Elgin Key & Lock Co In	27.64	BG
4/1/2022	Elgin Key & Lock Co In	226.32	BG
3/22/2022	Esa Chicago Elgin	419.72	STUDENT
3/25/2022	Exchng Visitor Prog	1101.00	STAFF
3/27/2022	Famous Original Rays P	142.49	STUDENT
3/31/2022	Farm & Flt Of Woodstoc	159.99	BUILDING
3/26/2022	Fedex 271278261020	98.25	POSTAGE
3/8/2022	Fedex 83541660	20.12	POSTAGE
3/24/2022	Fedex 83699147	20.65	POSTAGE
3/14/2022	Fence Connection	20.00	BG
3/7/2022	Ferguson Ent #1123	377.52	BG
3/10/2022	Ferguson Ent #1123	245.74	BG
3/18/2022	Ferguson Ent #1123	88.60	BG
3/29/2022	Ferguson Ent #1123	30.12	BG
3/29/2022	Ferguson Ent #1123	57.51	BG

4/4/2022	Ferguson Ent #1123	286.26	BG
3/9/2022	Fsp Advance Snowplow P	740.71	BG
3/23/2022	G&o Thermal Supply	403.93	BG
3/21/2022	G.W. Berkheimer Eg	30.61	BG
3/23/2022	G.W. Berkheimer Eg	99.26	BG
3/25/2022	Galesburg Fairfield In	115.63	TRAVEL
3/15/2022	Gamechanger Media, Inc	299.00	STUDENT
3/7/2022	Garibaldis Italian Eat	400.66	STUDENT
3/17/2022	Gensburg Calandriello	1120.00	AP BOARD APPROVED
3/17/2022	Gtp Personalized	179.28	STUDENT
3/14/2022	Gustave A Larson Compa	79.68	BG
3/15/2022	Gustave A Larson Compa	231.30	BG
3/15/2022	Gustave A Larson Compa	296.08	BG
3/21/2022	Gustave A Larson Compa	160.56	BG
3/21/2022	Gustave A Larson Compa	249.50	BG
3/22/2022	Gustave A Larson Compa	135.66	BG
3/23/2022	Gustave A Larson Compa	84.57	BG
3/25/2022	Gustave A Larson Compa	157.28	BG
3/30/2022	Gustave A Larson Compa	178.66	BG
3/11/2022	Hallmark Bus Connectio	400.50	STAFF
3/9/2022	Hampshire Napa	34.68	BUILDING
3/25/2022	Harbor Freight Tools 4	30.67	BG
3/10/2022	Harbor Freight Tools32	269.99	BUILDING
3/29/2022	Hobby-Lobby #520	93.47	STAFF
3/18/2022	Holiday Inn & Suites C	199.32	STUDENT
3/24/2022	Holiday Inn Chelsea	123.63	TRAVEL
3/24/2022	Holiday Inn Chelsea	123.63	TRAVEL
3/24/2022	Holiday Inn Chelsea	123.63	TRAVEL
3/27/2022	Holiday Inn Chelsea	535.99	TRAVEL
3/27/2022	Holiday Inn Chelsea	247.26	TRAVEL
3/27/2022	Holiday Inn Chelsea	247.26	TRAVEL
3/27/2022	Holiday Inn Chelsea	247.26	TRAVEL
4/2/2022	Holiday Inn Express	217.35	TRAVEL
4/2/2022	Holiday Inn Express	217.35	TRAVEL
4/2/2022	Holiday Inn Express	217.35	TRAVEL
3/3/2022	Hotel Fontenot	1100.98	TRAVEL
3/16/2022	Iasb	40.00	STAFF
3/18/2022	Illinois Association O	-199.00	STAFF
3/28/2022	Illinois Association O	545.00	STAFF
4/4/2022	Illinois Association O	1170.00	STAFF
3/8/2022	Illinois S(312)64408	420.00	STAFF
4/1/2022	Imos Pizza-Edwardsvill	111.45	STUDENT
3/4/2022	In Wear Did U Get Tha	125.00	STUDENT
4/1/2022	Indeed	45.00	STAFF
3/3/2022	Isu Conferences	456.00	STAFF
3/14/2022	J.W. Pepper	30.00	STUDENT
3/30/2022	Jc Licht - 1250 - Algo	62.19	BG
3/25/2022	Jersey Mikes 27009	122.14	STAFF

3/4/2022	Jewel Osco 1256	33.94	STUDENT
3/8/2022	Jewel Osco 1256	41.25	STAFF
3/9/2022	Jewel Osco 1256	20.94	STAFF
3/9/2022	Jewel Osco 1256	32.94	STUDENT
3/8/2022	Jewel Osco 1306	12.00	STAFF
3/17/2022	Jewel Osco 1306	16.27	STAFF
3/18/2022	Jewel Osco 1306	79.84	STUDENT
3/4/2022	Jewel Osco 2310	48.44	STAFF
3/7/2022	Jewel Osco 2310	171.19	FACS
3/8/2022	Jewel Osco 2310	101.11	FACS
3/14/2022	Jewel Osco 2310	130.73	STUDENT
3/15/2022	Jewel Osco 2310	4.99	FACS
3/17/2022	Jewel Osco 2310	58.63	STUDENT
3/12/2022	Jewel Osco 3347	100.00	STUDENT
3/3/2022	Jewel Osco 3394	33.42	STAFF
4/1/2022	Jimmy Johns - 3639 - M	215.08	STUDENT
3/24/2022	Jimmy Johns # 500 - M	57.00	STAFF
3/28/2022	Joann Stores #2287	124.04	STUDENT
3/4/2022	Joann Stores #2465	315.24	FACS
3/12/2022	Joann Stores #2465	330.14	FACS
3/27/2022	Joann Stores #2465	143.11	STUDENT
3/21/2022	Johnson String Ecomm	71.91	STUDENT
3/25/2022	Joseph D Foreman Co	1640.15	BG
3/28/2022	Joseph D Foreman Co	260.75	BG
3/27/2022	Juniors - 49th Street	204.38	STUDENT
3/30/2022	Kudoboard	5.99	STAFF
3/25/2022	Lyft 1 Ride 03-24	69.80	TRAVEL
3/28/2022	Lyft 1 Ride 03-27	71.23	TRAVEL
3/18/2022	Marriott Hotel & Confe	157.92	TRAVEL
3/22/2022	McAlisters Deli 10134	141.00	STAFF
4/2/2022	McAlisters Deli 10134	106.55	STAFF
4/1/2022	McDonalds F12987	153.20	STUDENT
3/12/2022	McDonalds F31787	23.12	STUDENT
3/17/2022	McDonalds M5509 Of	185.38	STAFF
3/25/2022	McDonalds M6195	141.29	STUDENT
3/24/2022	McDonalds M7237 Of	20.00	STUDENT
3/19/2022	McHenry Specialties	182.00	STUDENT
3/6/2022	Meijer # 183	32.66	FACS
3/11/2022	Meijer # 183	27.98	STUDENT
3/17/2022	Meijer # 183	9.38	STUDENT
3/3/2022	Meijer # 206	41.56	STAFF
3/3/2022	Meijer # 206	5.99	STAFF
3/3/2022	Meijer # 206	16.12	STUDENT
3/7/2022	Meijer # 206	83.83	FACS
3/7/2022	Meijer # 206	13.77	STUDENT
3/7/2022	Meijer # 206	50.28	FACS
3/8/2022	Meijer # 206	23.56	FACS
3/8/2022	Meijer # 206	64.83	STUDENT

3/9/2022	Meijer # 206	36.33	STAFF
3/9/2022	Meijer # 206	59.70	FACS
3/9/2022	Meijer # 206	16.98	STAFF
3/10/2022	Meijer # 206	4.47	STUDENT
3/14/2022	Meijer # 206	107.59	FACS
3/15/2022	Meijer # 206	37.82	STAFF
3/15/2022	Meijer # 206	27.21	FACS
3/16/2022	Meijer # 206	34.81	FACS
3/21/2022	Meijer # 206	43.52	FACS
3/22/2022	Meijer # 206	187.59	FACS
3/22/2022	Meijer # 206	82.94	FACS
3/23/2022	Meijer # 206	43.15	FACS
3/23/2022	Meijer # 206	5.37	FACS
3/24/2022	Meijer # 206	34.12	STAFF
3/6/2022	Meijer # 218	56.30	FACS
3/3/2022	Menards Carpentersvill	54.20	BG
3/3/2022	Menards Carpentersvill	161.73	BUILDING
3/3/2022	Menards Carpentersvill	11.77	BUILDING
3/5/2022	Menards Carpentersvill	19.95	BG
3/7/2022	Menards Carpentersvill	159.95	BG
3/8/2022	Menards Carpentersvill	30.87	BG
3/8/2022	Menards Carpentersvill	39.98	BUILDING
3/8/2022	Menards Carpentersvill	13.61	BUILDING
3/9/2022	Menards Carpentersvill	10.20	BG
3/10/2022	Menards Carpentersvill	32.55	BG
3/10/2022	Menards Carpentersvill	15.37	BUILDING
3/11/2022	Menards Carpentersvill	41.10	BG
3/11/2022	Menards Carpentersvill	6.59	BG
3/12/2022	Menards Carpentersvill	37.34	BUILDING
3/14/2022	Menards Carpentersvill	10.49	BG
3/18/2022	Menards Carpentersvill	24.98	BUILDING
3/21/2022	Menards Carpentersvill	53.76	BUILDING
3/21/2022	Menards Carpentersvill	105.74	BUILDING
3/22/2022	Menards Carpentersvill	32.42	BG
3/22/2022	Menards Carpentersvill	133.78	BG
3/23/2022	Menards Carpentersvill	20.68	BG
3/23/2022	Menards Carpentersvill	41.04	BUILDING
3/25/2022	Menards Carpentersvill	8.99	BG
3/29/2022	Menards Carpentersvill	12.98	BUILDING
3/29/2022	Menards Carpentersvill	183.10	BUILDING
3/31/2022	Menards Carpentersvill	6.95	BG
3/31/2022	Menards Carpentersvill	31.98	BG
3/31/2022	Menards Carpentersvill	41.95	BUILDING
3/4/2022	Menards Sycamore Il	161.96	BUILDING
4/1/2022	Menards Sycamore Il	108.65	BUILDING
3/9/2022	Metzer Farms	108.02	STUDENT
3/21/2022	Michaels Stores 4802	222.16	STUDENT
3/16/2022	Mod Pizza Algonquin	206.45	STUDENT

4/2/2022	Motomart 3146	100.00	TRAVEL
3/24/2022	Mta Metrocard Machine	17.50	TRAVEL
3/24/2022	Mta Metrocard Machine	17.50	TRAVEL
3/26/2022	Mta Metrocard Machine	16.50	TRAVEL
3/26/2022	Mta Metrocard Machine	16.50	TRAVEL
3/25/2022	Mta Mnr Station Tix	161.00	TRAVEL
3/4/2022	Munchs Supply 8	79.40	BG
3/30/2022	Munchs Supply 8	88.49	BG
4/1/2022	Napa Auto Parts	71.84	BUILDING
3/17/2022	Napa Parts 0025209	110.77	STUDENT
3/10/2022	National Association F	36.02	STAFF
3/10/2022	National Association F	37.88	STAFF
3/26/2022	New 456 Shanghai Resta	166.59	STUDENT
3/20/2022	New Beginnings Confec	47.40	STUDENT
3/18/2022	Niu Outreach	375.00	STAFF
3/29/2022	Northern Illinois Spec	100.00	STUDENT
3/18/2022	Nspra	33.50	STAFF
4/2/2022	Nspra	125.00	STAFF
3/16/2022	Officemax/Depot 6370	38.37	STAFF
3/29/2022	Officemax/Depot 6370	21.19	STAFF
3/9/2022	Officemax/Depot 6532	175.68	STAFF
3/20/2022	Olive Garden 0021156	308.65	STAFF
3/7/2022	Oreilly Auto Parts 34	137.48	STUDENT
4/1/2022	Oreilly Auto Parts 34	43.96	BG
3/17/2022	Original Country Donut	37.16	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/9/2022	Other Debits - Fast Card Fee	44.00	STAFF
3/10/2022	Panera Bread #203291 O	103.44	STAFF
3/26/2022	Panera Bread #203291 O	102.48	STAFF
3/5/2022	Panera Bread #204017 O	289.00	STAFF
3/11/2022	Panera Bread #204017 O	31.39	STUDENT
3/5/2022	Panera Bread #204022 O	148.99	STAFF
3/25/2022	Panera Bread #204022 O	45.03	STAFF
3/25/2022	Panera Bread #204022 O	150.24	STAFF
3/19/2022	Panera Bread #204091 K	92.93	STUDENT
3/5/2022	Panera Bread #204091 O	51.87	STAFF
3/15/2022	Panera Bread #204091 O	44.63	STAFF

3/17/2022	Panera Bread #601290 P	98.10	STUDENT
3/6/2022	Party City 932	48.50	FACS
3/25/2022	Paypal Audubon Str	799.00	STUDENT
3/7/2022	Paypal Swim Clinic	166.40	STUDENT
3/7/2022	Paypal Swim Clinic	166.40	STUDENT
3/16/2022	Pb Leasing	273.75	AP BOARD APPROVED
3/31/2022	Pitney Bowes Pi	122.85	AP BOARD APPROVED
3/26/2022	Portillos Hot Dogs #33	375.89	STUDENT
3/19/2022	Portillos Hot Dogs #51	75.21	STUDENT
3/4/2022	Potbelly #174	500.00	STAFF
3/4/2022	Potbelly #174	88.30	STAFF
3/4/2022	Potbelly #174	339.54	STAFF
3/8/2022	Potbelly #174	172.36	STAFF
3/15/2022	Potbelly #174	619.33	STAFF
3/31/2022	Proctoru Inc.	12.00	BG
3/31/2022	Proctoru Inc.	12.00	BG
4/4/2022	Proctoru Inc.	8.00	BG
4/4/2022	Proctoru Inc.	20.00	BG
4/4/2022	Proctoru Inc.	20.00	BG
3/4/2022	Pure Dry Cleaners	200.00	STAFF
3/22/2022	Randall Roadhouse Tave	203.30	STAFF
3/30/2022	Randall Roadhouse Tave	296.61	STAFF
3/9/2022	Rosatis Pizza - Carpen	40.73	STUDENT
3/23/2022	Rosatis Pizza - Carpen	115.92	STUDENT
3/25/2022	Rosatis Pizza - Carpen	308.69	STAFF
3/22/2022	Sams Club #4942	145.32	STUDENT
3/7/2022	Sams Club #6339	100.00	STAFF
3/11/2022	Sams Club #6339	164.78	BUILDING
3/11/2022	Sams Club #6339	37.96	STAFF
3/24/2022	Sams Club #6339	89.86	STAFF
3/15/2022	Samsclub #4942	52.02	FACS
3/19/2022	Samsclub #4942	139.92	STUDENT
3/10/2022	Samsclub #6339	26.92	STAFF
3/13/2022	Samsclub #6339	115.86	STUDENT
3/16/2022	Samsclub #6339	196.31	STAFF
3/15/2022	Sargents Equipment & R	310.10	BG
3/10/2022	Securedocs Inc.	600.00	STAFF
4/4/2022	Sewing Parts Online	-31.49	STUDENT
4/4/2022	Sewing Parts Online	481.39	STUDENT
3/26/2022	Shell Oil 10055213002	108.12	TRAVEL
3/26/2022	Shell Oil 10055213002	115.69	TRAVEL
3/10/2022	Sherwin Williams 70304	111.57	BG
3/24/2022	Sherwin Williams 70304	11.89	BG
4/1/2022	Simon Says Transcripts	2.00	STAFF
3/4/2022	Simplify Compliance Ll	399.00	STAFF
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL

3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	119.00	TRAVEL
3/27/2022	Sleep Inn &suites Il16	132.09	TRAVEL
3/29/2022	Special Supplies	155.97	STUDENT
3/17/2022	Specialty Graphics Sup	168.00	STUDENT
3/4/2022	Sq Authorized Food Eq	281.63	BG
3/9/2022	Sq Authorized Food Eq	277.10	BG
4/1/2022	Sq City Scoops Creame	29.75	STUDENT
3/15/2022	Sq Mr.Hibachi Caterin	929.40	STAFF
3/24/2022	Sq Nyc Master Transpo	108.00	TRAVEL
3/18/2022	Starbucks Isu Bsc	56.65	STUDENT
3/24/2022	Starbucks Store 02626	15.00	STUDENT
3/18/2022	Starbucks Store 02826	11.95	STUDENT
3/4/2022	Steiner Elec Crystal L	109.65	BG
3/7/2022	Steiner Elec Crystal L	153.68	BG
3/22/2022	Steiner Elec Crystal L	107.86	BG
3/24/2022	Steiner Elec Crystal L	176.52	BG
3/25/2022	Steiner Elec Crystal L	238.60	BG
3/28/2022	Steiner Elec Crystal L	180.00	BG
3/15/2022	Sticker Mule	164.00	STAFF
3/11/2022	Subway 16309	24.07	STUDENT
3/30/2022	Talktools	492.00	STUDENT
3/17/2022	Target 00008342	79.99	STUDENT
3/4/2022	Target 00018010	28.48	STUDENT
3/7/2022	Target 00018010	45.92	STAFF
3/8/2022	Target 00018010	253.94	STUDENT
3/14/2022	Target 00018010	126.76	STAFF
3/17/2022	Target 00018010	54.75	STAFF
3/21/2022	Target 00018010	40.90	STAFF
3/22/2022	Target 00018010	15.98	STAFF
3/24/2022	Tavolino Nyc	340.55	STUDENT
3/9/2022	Taylor Street Pizza	78.25	STAFF
3/11/2022	Taylor Street Pizza	337.00	STUDENT
3/11/2022	Taylor Street Pizza	349.00	STUDENT
3/18/2022	Taylor Street Pizza	332.68	STUDENT
3/22/2022	Taylor Street Pizza	1200.00	STUDENT
3/25/2022	Telly Awards	175.00	STAFF
3/23/2022	The Home Depot #1920	95.60	BG
3/8/2022	The Home Depot #1934	67.37	STUDENT
3/9/2022	The Home Depot #1934	126.49	STUDENT

3/9/2022	The Home Depot #1934	492.40	STUDENT
3/3/2022	The Home Depot #1940	96.51	BG
3/3/2022	The Home Depot #1940	63.87	BG
3/3/2022	The Home Depot #1940	10.68	BG
3/3/2022	The Home Depot #1940	8.24	BUILDING
3/4/2022	The Home Depot #1940	22.24	BG
3/4/2022	The Home Depot #1940	41.94	BG
3/4/2022	The Home Depot #1940	230.63	BG
3/4/2022	The Home Depot #1940	5.76	BG
3/4/2022	The Home Depot #1940	79.77	BUILDING
3/7/2022	The Home Depot #1940	6.48	BG
3/7/2022	The Home Depot #1940	33.96	BG
3/7/2022	The Home Depot #1940	32.66	BG
3/8/2022	The Home Depot #1940	23.90	BG
3/8/2022	The Home Depot #1940	31.30	BG
3/9/2022	The Home Depot #1940	4.75	BUILDING
3/10/2022	The Home Depot #1940	145.00	BG
3/11/2022	The Home Depot #1940	57.94	BG
3/11/2022	The Home Depot #1940	30.80	BG
3/11/2022	The Home Depot #1940	11.79	BG
3/11/2022	The Home Depot #1940	24.06	BG
3/11/2022	The Home Depot #1940	80.89	BG
3/14/2022	The Home Depot #1940	54.85	BG
3/14/2022	The Home Depot #1940	72.52	BG
3/14/2022	The Home Depot #1940	51.90	BG
3/15/2022	The Home Depot #1940	11.96	BG
3/15/2022	The Home Depot #1940	77.26	BG
3/16/2022	The Home Depot #1940	34.87	BUILDING
3/16/2022	The Home Depot #1940	58.99	BG
3/16/2022	The Home Depot #1940	21.98	BG
3/16/2022	The Home Depot #1940	42.98	BG
3/17/2022	The Home Depot #1940	108.28	BG
3/17/2022	The Home Depot #1940	199.00	BG
3/17/2022	The Home Depot #1940	81.88	BG
3/17/2022	The Home Depot #1940	2.62	BG
3/17/2022	The Home Depot #1940	19.11	BG
3/18/2022	The Home Depot #1940	134.71	BG
3/18/2022	The Home Depot #1940	41.28	BG
3/21/2022	The Home Depot #1940	5.89	BG
3/21/2022	The Home Depot #1940	34.56	BG
3/21/2022	The Home Depot #1940	26.31	BG
3/21/2022	The Home Depot #1940	17.93	BG
3/22/2022	The Home Depot #1940	49.91	BG
3/22/2022	The Home Depot #1940	1.48	BG
3/22/2022	The Home Depot #1940	137.93	BG
3/22/2022	The Home Depot #1940	698.00	BG
3/22/2022	The Home Depot #1940	20.91	STAFF
3/22/2022	The Home Depot #1940	38.04	BUILDING

3/23/2022	The Home Depot #1940	116.99	BG
3/23/2022	The Home Depot #1940	87.79	BG
3/24/2022	The Home Depot #1940	23.56	BG
3/24/2022	The Home Depot #1940	24.50	BG
3/24/2022	The Home Depot #1940	129.85	BG
3/24/2022	The Home Depot #1940	28.91	BG
3/25/2022	The Home Depot #1940	3.48	BG
3/25/2022	The Home Depot #1940	41.61	BG
3/25/2022	The Home Depot #1940	16.94	BG
3/25/2022	The Home Depot #1940	33.14	BG
3/28/2022	The Home Depot #1940	36.42	BG
3/28/2022	The Home Depot #1940	59.94	BG
3/28/2022	The Home Depot #1940	13.94	BG
3/28/2022	The Home Depot #1940	57.71	BG
3/28/2022	The Home Depot #1940	35.56	BG
3/28/2022	The Home Depot #1940	53.60	BG
3/28/2022	The Home Depot #1940	60.26	BG
3/29/2022	The Home Depot #1940	40.96	BUILDING
3/29/2022	The Home Depot #1940	16.97	BG
3/29/2022	The Home Depot #1940	23.54	BG
3/30/2022	The Home Depot #1940	31.96	BG
3/30/2022	The Home Depot #1940	35.86	BG
3/30/2022	The Home Depot #1940	42.61	BG
3/30/2022	The Home Depot #1940	268.00	BG
3/31/2022	The Home Depot #1940	528.00	BG
3/31/2022	The Home Depot #1940	129.00	BG
3/31/2022	The Home Depot #1940	5.44	BG
3/31/2022	The Home Depot #1940	328.00	BG
3/31/2022	The Home Depot #1940	4.65	BG
3/31/2022	The Home Depot #1940	15.16	BG
3/31/2022	The Home Depot #1940	193.20	BG
4/1/2022	The Home Depot #1940	57.32	BG
3/8/2022	The Home Depot #1948	42.68	BG
3/8/2022	The Home Depot #1948	10.47	BUILDING
3/9/2022	The Home Depot #1948	19.85	STUDENT
3/11/2022	The Home Depot #1948	46.86	BG
3/15/2022	The Home Depot #1948	37.86	BG
3/16/2022	The Home Depot #1948	21.69	BG
3/16/2022	The Home Depot #1948	45.77	BG
3/18/2022	The Home Depot #1948	103.55	BG
3/19/2022	The Home Depot #1948	19.88	BUILDING
3/21/2022	The Home Depot #1948	6.98	BG
3/21/2022	The Home Depot #1948	17.35	BG
3/21/2022	The Home Depot #1948	68.60	BUILDING
3/22/2022	The Home Depot #1948	-68.60	BUILDING
3/22/2022	The Home Depot #1948	62.94	BUILDING
3/22/2022	The Home Depot #1948	76.18	BUILDING
3/24/2022	The Home Depot #1948	28.91	BUILDING

3/25/2022	The Home Depot #1948	20.72	BG
3/25/2022	The Home Depot #1948	25.18	BUILDING
3/28/2022	The Home Depot #1948	12.25	BG
3/28/2022	The Home Depot #1948	77.22	BG
3/29/2022	The Home Depot #1948	5.46	BUILDING
3/29/2022	The Home Depot #1948	191.42	BUILDING
3/29/2022	The Home Depot #1948	33.94	BUILDING
3/30/2022	The Home Depot #1948	57.32	BG
3/30/2022	The Home Depot #1948	13.94	BUILDING
3/30/2022	The Home Depot #1948	63.48	BUILDING
3/31/2022	The Home Depot #1948	12.55	BG
3/31/2022	The Home Depot #1948	38.69	BUILDING
3/31/2022	The Home Depot #1948	77.02	BUILDING
3/15/2022	The Ups Store 6063	13.28	POSTAGE
3/21/2022	The Ups Store 806	23.30	POSTAGE
3/8/2022	Thorntons #0119	200.00	STUDENT
3/22/2022	Thorntons #0119	100.00	STUDENT
3/17/2022	Tmobile Postpaid Tel	2392.94	AP BOARD APPROVED
3/17/2022	Tmobile Postpaid Tel	10117.00	AP BOARD APPROVED
3/22/2022	Town & Country Gardens	95.00	STUDENT
3/23/2022	Tractor Supply # 131	45.50	BG
3/8/2022	Trane Supply-112420	127.86	BG
3/11/2022	Trane Supply-112420	14.50	BG
3/14/2022	Trane Supply-112420	107.93	BG
3/14/2022	Trane Supply-112420	120.78	BG
3/21/2022	Trane Supply-112420	168.56	BG
3/29/2022	Trane Supply-112420	192.56	BG
3/30/2022	Trane Supply-112420	36.05	BG
3/30/2022	Trane Supply-112420	253.87	BG
3/27/2022	Trello.Com Atlassian	359.97	STAFF
3/19/2022	Tst Algonquin Sub Sho	232.00	STAFF
3/24/2022	Tst Algonquin Sub Sho	95.74	STAFF
3/25/2022	Tst Algonquin Sub Sho	73.75	STAFF
3/26/2022	Tst Algonquin Sub Sho	106.49	STAFF
3/24/2022	Tst Friedmans - Heral	185.26	STUDENT
3/13/2022	Tst Harts Garage	300.00	STUDENT
3/16/2022	Tst Medici In Normal	32.11	TRAVEL
3/25/2022	Tst Milk Bar - Nomad	78.81	STUDENT
3/11/2022	Tst Nothing Bundt Cak	96.00	STAFF
3/11/2022	Tst Seven Saints	16.98	STUDENT
3/11/2022	Tst Seven Saints	45.44	STUDENT
3/26/2022	Tst Stickys Finger J	112.56	STUDENT
3/29/2022	Tst Syrup	272.10	STUDENT
3/18/2022	Tst Tap House Grill A	149.52	STAFF
3/7/2022	U Of I Crop Science	45.00	BG
3/10/2022	U Of I Crop Science	45.00	BUILDING
3/25/2022	U Of I Crop Science	45.00	BG
3/11/2022	U Of I Event Parking	10.00	STUDENT

3/11/2022	U Of I Ticket Office	20.00	STUDENT
4/1/2022	United 01624037816380	363.20	TRAVEL
3/4/2022	Usps Po 1600960102	4.72	POSTAGE
3/24/2022	Usps Po 1600960105	62.32	POSTAGE
3/15/2022	Usps Po 1613080110	4.33	POSTAGE
3/24/2022	Usps Po 1613080110	116.00	POSTAGE
3/14/2022	Usps Po 1633960140	40.00	POSTAGE
3/22/2022	Usps Po 1633960140	40.00	POSTAGE
3/10/2022	Village Pizza & Pub	49.50	STUDENT
3/17/2022	Vzwrlss My Vz Vb P	6535.25	AP BOARD APPROVED
3/17/2022	Vzwrlss My Vz Vb P	28676.42	AP BOARD APPROVED
3/31/2022	Vzwrlss My Vz Vb P	28525.31	AP BOARD APPROVED
3/17/2022	Walgreens #4040	30.95	STUDENT
3/9/2022	Wal-Mart #1413	133.28	STUDENT
3/9/2022	Wal-Mart #1413	60.42	STAFF
3/16/2022	Wal-Mart #1413	17.64	STUDENT
3/23/2022	Wal-Mart #1413	13.80	STUDENT
3/4/2022	Wal-Mart #1531	197.68	STUDENT
3/7/2022	Wal-Mart #1531	142.79	FACS
3/8/2022	Wal-Mart #1531	33.39	FACS
3/10/2022	Wal-Mart #1531	99.08	STAFF
3/11/2022	Wal-Mart #1531	77.16	STUDENT
3/14/2022	Wal-Mart #1531	61.72	FACS
3/15/2022	Wal-Mart #1531	68.32	FACS
3/16/2022	Wal-Mart #1531	10.00	STUDENT
3/17/2022	Wal-Mart #1531	23.74	STUDENT
3/21/2022	Wal-Mart #1531	101.71	FACS
3/22/2022	Wal-Mart #1531	30.72	FACS
3/28/2022	Wal-Mart #1531	328.24	STAFF
4/1/2022	Wal-Mart #1531	64.34	STUDENT
4/1/2022	Wal-Mart #1531	24.43	STAFF
3/31/2022	Wal-Mart #1779	71.02	STAFF
3/23/2022	Wal-Mart #2815	64.06	STUDENT
3/8/2022	Wal-Mart #4641	33.88	STUDENT
3/16/2022	Wal-Mart #4641	21.26	FACS
3/17/2022	Wal-Mart #4641	-48.82	STAFF
3/17/2022	Wal-Mart #4641	48.82	STAFF
3/21/2022	Wal-Mart #4641	52.56	FACS
3/4/2022	Wal-Mart #5060	21.36	STUDENT
3/6/2022	Wal-Mart #5060	37.41	STUDENT
3/15/2022	Wal-Mart #5060	13.04	STAFF
3/21/2022	Wal-Mart #5060	29.59	STUDENT
3/23/2022	Wal-Mart #5060	20.00	FACS
3/23/2022	Wal-Mart #5060	53.32	STUDENT
3/24/2022	Wal-Mart #5060	63.68	STUDENT
3/28/2022	Wal-Mart #5060	79.92	STAFF
4/4/2022	Wal-Mart #5060	22.48	STUDENT
3/21/2022	Wal-Mart #5276	126.98	STUDENT

3/21/2022	Wal-Mart #5276	303.56	STUDENT
3/7/2022	Walmart.Com Aa	30.00	STUDENT
3/9/2022	Walmart.Com Aa	178.37	STAFF
3/13/2022	Walmart.Com Aa	29.97	STUDENT
3/21/2022	Walmart.Com Aa	128.96	STUDENT
3/24/2022	Walmart.Com Aa	59.88	STUDENT
3/30/2022	Walmart.Com Aa	314.97	STAFF
4/1/2022	Walmart.Com Aa	25.41	STAFF
4/4/2022	Walmart.Com Aa	130.50	STAFF
3/10/2022	Walmart.Com Au	7.00	STAFF
3/31/2022	Walmart.Com Au	4.00	STAFF
3/27/2022	Walmart.Com W+	98.00	STAFF
3/7/2022	Web Sectigo Shopping	99.00	STAFF
3/11/2022	Welch Bros Inc	136.00	BG
3/17/2022	West Side Electric Sup	860.16	BG
3/21/2022	West Side Electric Sup	72.45	BG
3/21/2022	West Side Electric Sup	77.18	BG
4/4/2022	West Side Electric Sup	51.28	BG
4/4/2022	West Side Electric Sup	30.99	BG
4/4/2022	West Side Electric Sup	289.80	BG
4/2/2022	Wm Supercenter #1377	87.09	STAFF
3/22/2022	Wm Supercenter #1413	16.00	STUDENT
3/4/2022	Wm Supercenter #4641	75.08	STAFF
3/4/2022	Wm Supercenter #4641	129.87	FACS
3/4/2022	Wm Supercenter #4641	235.58	FACS
3/8/2022	Wm Supercenter #4641	157.26	FACS
3/10/2022	Wm Supercenter #4641	95.30	STUDENT
3/12/2022	Wm Supercenter #4641	84.82	STUDENT
3/14/2022	Wm Supercenter #4641	375.03	FACS
3/17/2022	Wm Supercenter #4641	47.98	STAFF
4/4/2022	Wm Supercenter #4641	237.36	FACS
3/4/2022	Wm Supercenter #5060	13.20	FACS
3/8/2022	Wm Supercenter #5060	200.00	STUDENT
3/9/2022	Wm Supercenter #5060	38.96	STUDENT
3/12/2022	Wm Supercenter #5060	139.90	STUDENT
3/15/2022	Wm Supercenter #5060	10.25	FACS
3/21/2022	Wm Supercenter #5060	29.76	STAFF
3/21/2022	Wm Supercenter #5060	44.70	STUDENT
3/13/2022	Wm Supercenter #5352	171.52	STAFF
3/30/2022	Wwp Smithereen Pest Ma	910.00	AP BOARD APPROVED
4/4/2022	Www.Edsurge.Com	230.00	STAFF
3/30/2022	Yin And Yang Restauran	96.95	STAFF
3/4/2022	Ziegler-Carpentersvill	5.14	BG
3/4/2022	Ziegler-Carpentersvill	31.04	BG
3/4/2022	Ziegler-Carpentersvill	115.95	BUILDING
3/9/2022	Ziegler-Carpentersvill	17.18	BUILDING
3/11/2022	Ziegler-Carpentersvill	29.96	BUILDING
3/14/2022	Ziegler-Carpentersvill	23.96	BG

3/21/2022	Ziegler-Carpentersvill	10.99	BG
3/21/2022	Ziegler-Carpentersvill	15.99	BG
3/22/2022	Ziegler-Carpentersvill	15.60	BUILDING
3/23/2022	Ziegler-Carpentersvill	7.98	STAFF
3/31/2022	Ziegler-Carpentersvill	22.54	BG
3/15/2022	Zieglers Ace Hdwe	29.09	BG
3/17/2022	Zieglers Ace Hdwe	26.99	BG
3/18/2022	Zieglers Ace Hdwe	3.59	BG
3/21/2022	Zieglers Ace Hdwe	22.57	BG
3/22/2022	Zieglers Ace Hdwe	2.39	BUILDING
4/4/2022	Zieglers Ace Hdwe	44.21	BG
3/16/2022	Zters Inc	545.00	BUILDING
	TOTAL $	**183,212.06**	

ACTIVITY ACCOUNT SUMMARY
FOR MONTH OF: March 31, 2022

	Month to Date			Year To Date			
	Month End Receipts	Month End Disbursements	Month End Activity	July 1, 2021 Beginning Book Balance	Year to Date Receipts	Year to Date Disbursements	Year to Date Book Balance
School							
Algonquin Lakes	$ 186.10	$ -	$ 186	$ 4,231	$ 2,546	$ 472	$ 6,306
Algonquin M.S.	$ 2,495.26	$ 3,417.97	$ (923)	$ 13,500	$ 18,015	$ 17,384	$ 14,131
Carpentersville M.S.	$ 2,079.04	$ -	$ 2,079	$ 23,542	$ 2,644	$ 3,757	$ 22,429
DeLacey	$ 1,230.08	$ 955.25	$ 275	$ 4,033	$ 1,284	$ 955	$ 4,362
Dundee-Crown H.S.	$ 19,264.32	$ 24,167.54	$ (4,903)	$ 208,443	$ 125,839	$ 146,196	$ 188,086
Dundee Highlands	$ -	$ -	$ -	$ 2,902	$ 1,650	$ 2,223	$ 2,329
Dundee M.S.	$ 499.26	$ 6,833.48	$ (6,334)	$ 153,726	$ 66,399	$ 65,967	$ 154,158
Eastview	$ -	$ -	$ -	$ 1,219	$ -	$ 163	$ 1,056
Gary D Wright	$ 171.83	$ -	$ 172	$ 8,858	$ 172	$ 1,001	$ 8,029
Gilberts	$ 2,441.57	$ -	$ 2,442	$ 3,092	$ 2,442	$ -	$ 5,534
Golfview	$ 0.10	$ -	$ 0	$ 4,574	$ 0	$ -	$ 4,574
Hampshire Elem	$ 10,763.16	$ 648.00	$ 10,115	$ 13,114	$ 13,466	$ 13,034	$ 13,546
Hampshire H.S.	$ 26,897.60	$ 9,663.56	$ 17,234	$ 193,018	$ 205,526	$ 157,106	$ 241,438
Hampshire M.S.	$ 15,741.15	$ 9,263.95	$ 6,477	$ 68,532	$ 31,396	$ 21,884	$ 78,044
H.D. Jacobs H.S.	$ 15,288.50	$ 18,987.66	$ (3,699)	$ 141,021	$ 107,017	$ 97,998	$ 150,041
Lake In The Hills	$ 0.10	$ -	$ 0	$ 5,866	$ 187	$ 187	$ 5,866
Lakewood	$ 2,217.50	$ 522.53	$ 1,695	$ 17,770	$ 4,767	$ 1,597	$ 20,940
Liberty	$ 0.02	$ -	$ 0	$ 2,962	$ 0	$ -	$ 2,962
Lincoln Prairie	$ 16.07	$ -	$ 16	$ 3,935	$ 93	$ -	$ 4,028
Meadowdale	$ 1,220.02	$ -	$ 1,220	$ 1,796	$ 6,702	$ 5,748	$ 2,750
Neubert	$ 0.02	$ -	$ 0	$ 2,976	$ 0	$ -	$ 2,976
Parkview	$ 0.02	$ -	$ 0	$ 2,856	$ 574	$ 102	$ 3,328
Perry	$ 0.12	$ -	$ 0	$ 7,590	$ 1,803	$ 579	$ 8,814
Sleepy Hollow	$ -	$ -	$ -	$ 988	$ 1,044	$ 1,109	$ 924
Westfield	$ 10,460.17	$ 5,074.51	$ 5,386	$ 45,883	$ 38,768	$ 39,814	$ 44,837
Total	$ 110,972	$ 79,534	$ 31,438	$ 936,427	$ 632,334	$ 577,274	$ 991,488

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,231.14	2,546.10	471.54		6,305.70
Total Cash Accounts	4,231.14	2,546.10	471.54	0.00	6,305.70
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	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	41.16			(41.16)	0.00
2029-00-00 Class of 2029	39.55				39.55
2030-00-00 Class of 2030	71.10	186.00			257.10
2031-00-00 Class of 2031	0.00				0.00
2032-00-00 Class of 2032	126.26				126.26
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
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	0.00				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	1,815.00	247.00		1,639.36
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-DO NOT USE	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	1,778.80	300.00	224.54		1,854.26
5100-00-00 General Fund	384.82			41.16	425.98
5200-10-00 Relay for Life	0.00				0.00
5500-10-00 ALES Grant Awards	18.19				18.19
5700-00-00 Social Committee	0.00	245.00			245.00
6000-00-00 Interest Income	280.37	0.10			280.47
Total Other Accounts	4,231.14	2,546.10	471.54	0.00	6,305.70

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	13,500.27	18,015.12	17,384.22		14,131.17
Total Cash Accounts	13,500.27	18,015.12	17,384.22	0.00	14,131.17
Other Accounts					
1500-00-00 Bank Corrections	0.00				0.00
2000-10-00 Student Council	666.83	2,999.75	2,851.25	(369.00)	446.33
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	0.00				0.00
2026-00-00 Class of 2026	156.00				156.00
2027-00-00 Class of 2027	152.42				152.42
2028-00-00 Class of 2028	0.00	163.21			163.21
2110-10-00 Band	93.13				93.13
2140-10-00 Chorus	1,636.39	431.00	340.09		1,727.30
2150-30-00 Musical	2,677.69	1,480.00	1,125.00		3,032.69
2151-10-00 Music Club	2.00	2,738.21	595.50		2,144.71
2155-10-00 Orchestra	0.00				0.00
2220-10-00 Art Club	25.38	320.00	345.38		0.00
2230-10-00 Beta Club	1,672.18	2,510.00	1,695.57		2,486.61
2240-00-00 Baking Club	322.25	430.00	219.46		532.79
2250-00-00 Chess Club	0.00	185.00	184.90		0.10
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	130.26	701.00	230.42		600.84
2430-10-00 Special Ed Community Trips	5.50	276.00	276.00		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	647.00	757.78		227.86
3100-10-00 Volleyball-7th grade	0.00				0.00
3100-20-00 Volleyball - 8th grade	1,188.46	1,106.50	2,151.69		143.27
3110-10-00 Cross Country	26.99	901.00	910.94		17.05
3210-00-00 Boys Basketball	79.88	423.69	423.69		79.88
3210-10-00 Girls Basketball	8.36	594.20	594.20		8.36
3230-10-00 Track and Field	24.36				24.36
3250-20-10 Poms	295.06	13.00	515.52	369.00	161.54
3350-20-10 Cheerleading	0.50	938.00	925.83		12.67
4100-10-00 PBIS	697.50		621.39		76.11
4100-20-00 Low Incidence Class Supplies	17.05				17.05
4100-30-00 General	9.60				9.60
4300-30-00 Staff Account	69.44	380.00	417.99		31.45
5110-10-00 D300 Honors Band Concert	1,365.67	730.00	2,023.62		72.05

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
5110-20-00 MB Jazz Ensembles	870.00				870.00
5200-00-00 Physical Education Fund	966.38	47.30	178.00		835.68
6000-30-00 Interest Income	0.00	0.26			0.26
Total Other Accounts	13,500.27	18,015.12	17,384.22	0.00	14,131.17

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	23,541.95	2,644.03	3,756.64		22,429.34
Total Cash Accounts	23,541.95	2,644.03	3,756.64	0.00	22,429.34
Other Accounts					
1000-10-10 Banking Corrections	0.00	175.68			175.68
2000-10-00 Student Council	627.53				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
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
2105-00-00 Man in Demand/Dare to be Rare	447.56				447.56
2110-10-00 Music	2,266.00	240.99	579.25		1,927.74
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	1,842.85	1,000.50		2,099.05
2140-10-00 Chorus	945.75				945.75
2221-10-00 Art Club	10.00				10.00
2230-10-00 Beta Club	534.75	324.00			858.75
2240-00-00 PBIS	0.00				0.00
2481-10-00 Yearbook	108.56				108.56
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	6,208.87		2,176.89		4,031.98
4210-20-00 General	0.00				0.00
4300-30-00 Sunshine	709.83	60.00			769.83
6000-00-00 Interest	1,287.94	0.51			1,288.45
Total Other Accounts	23,541.95	2,644.03	3,756.64	0.00	22,429.34

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris Cash Account	4,032.71	1,283.78	955.25		4,361.24
Total Cash Accounts	4,032.71	1,283.78	955.25	0.00	4,361.24
Other Accounts					
4500-10-00 Box Top Label Collection	0.89	53.70			54.59
4600-30-00 Postage	0.00				0.00
4700-00-00 Pyramid Model Committee	228.41	1,230.00	955.25		503.16
5100-00-00 General Student Activities	350.22				350.22
5110-00-00 Birth to 3 Program	336.56				336.56
5200-00-00 PBIS	2,558.13				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	48.87	0.08			48.95
Total Other Accounts	4,032.71	1,283.78	955.25	0.00	4,361.24

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	208,443.10	125,838.46	146,196.02		188,085.54
Total Cash Accounts	208,443.10	125,838.46	146,196.02	0.00	188,085.54
Other Accounts					
1000-10-10 Banking Corrections	10.00	(28.00)			(18.00)
2000-10-00 Student Council	34,221.57	19,081.00	37,858.38	(1,000.00)	14,444.19
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	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
2095-10-00 Animation Club	209.42	221.00	310.93		119.49
2110-10-00 Instrumental Music	1,660.94		1,656.26		4.68
2113-10-00 Band Trip	0.00				0.00
2120-10-00 Drama Club	20,723.55	974.00	12,263.77		9,433.78
2120-20-00 Musical Account	24,222.31	1,211.00	14,186.50		11,246.81
2130-10-00 Auditorium	0.00				0.00
2140-10-00 Choral Music	5,971.88	291.00	250.00		6,012.88
2145-30-00 D300 Music Festival	0.00				0.00
2145-50-00 Orchestra	3,455.34	8,334.00	1,308.00		10,481.34
2151-10-00 Music Dept.-INACTIVE	0.00				0.00
2156-10-00 PROM	0.00				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	0.00				0.00
2222-10-00 Ceramics	0.00				0.00
2223-10-00 Charger Pride-Student Incentiv	0.00				0.00
2223-20-00 Charger Pride-Staff	9,197.06		2,170.00		7,027.06
2224-10-00 Choir - DCHS	0.00				0.00
2225-10-00 Chemistry Club	0.00				0.00
2230-10-00 Beta Club	976.26	1,330.00	719.13		1,587.13
2235-10-00 SAFE	4,390.24				4,390.24
2240-10-00 Black History Club	0.00				0.00
2252-10-00 Culinary	1,721.08				1,721.08
2255-10-00 Construction Club	0.00				0.00
2256-10-00 DC1 Heart Dance	66.75				66.75
2256-10-10 DC Steppers	0.00				0.00
2256-10-20 New Generation Dance	0.00				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	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2259-10-10 Electricity Fund	1,452.24	586.02			2,038.26
2260-10-00 Industrial Ed Club	524.84				524.84
2261-10-10 Ukulele Club	0.00				0.00
2263-10-00 Rotary Interact	1,186.16				1,186.16
2270-10-00 Enviro Science FT-Inactive	0.00				0.00
2275-10-00 Field Trips - Science	3,080.32	100.00	2,202.70		977.62
2276-10-00 Field Trips	0.00				0.00
2280-10-00 Environmental Grants Fund	250.39				250.39
2280-20-00 Environmental Club	0.00	831.00			831.00
2282-10-00 GirlUp	470.83	874.00	958.00		386.83
2285-10-00 Recycling Club	500.00				500.00
2290-10-00 Library Club	0.00				0.00
2300-10-00 ESL - English Second Language	80.50				80.50
2310-10-00 World Language (French) Club	4,239.82				4,239.82
2320-10-00 German Club	0.00				0.00
2330-10-00 Spanish Club	0.00				0.00
2340-10-00 Science Olympiad	0.00	262.00	180.00		82.00
2360-10-00 Gifted Club	0.00				0.00
2370-10-00 FACS Club	0.00	560.00		597.00	1,157.00
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			500.00	1,167.57
2390-10-00 National Honor Society	2,247.51	1,126.00	1,475.00		1,898.51
2391-10-00 AVID	3,421.52	360.00	500.00		3,281.52
2392-00-00 PSI Alpha	0.00				0.00
2395-00-00 Youth in Law	243.00				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	83.00		500.00	809.59
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	298.30				298.30
2440-10-00 Individual Speech Club	0.00				0.00
2450-10-00 Debate Team	2,251.74		465.00		1,786.74
2465-10-00 VOICES	0.00				0.00
2470-10-00 Year in Review Video	0.00				0.00
2480-10-00 Yearbook	0.00				0.00
2510-10-00 O.L.A.S.	0.00				0.00
2520-10-00 VFW Essay Contest	0.00				0.00
2526-10-00 Auto Shop	66.00				66.00
2530-10-00 Chess Club	0.00				0.00
2540-10-00 Bilingual Club	0.00				0.00
2550-10-00 Fishing Club	0.00				0.00
2590-20-00 Woodshop	535.00				535.00
2590-30-00 Color Run	0.00				0.00
2590-40-00 Relay for Life	688.95				688.95
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	472.00			2,858.00
2700-10-10 Work Program/School Store	0.00				0.00
2700-10-20 Work Program/Buttons/Store	1,342.99				1,342.99
2800-10-00 INCubator Grant - Business	12,792.37	2,500.00	886.00		14,406.37
2800-10-01 INCubator-POPtime-INACTIVE	0.00				0.00
2800-10-02 INCubator-ToothpasteTab-INACTI	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
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
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	1,397.26	7,970.05	8,911.94		455.37
3150-20-10 Softball	2,158.72	2,081.25			4,239.97
3200-20-10 Girls Basketball	2,126.16	4,291.15	2,008.80		4,408.51
3200-20-20 Boys Basketball	940.42	1,205.00	3,010.83		(865.41)
3210-20-10 Girls Bowling	558.81	465.00	447.00		576.81
3250-00-00 Dance Team (Poms)	543.06	6,781.55	6,094.94		1,229.67
3252-20-10 Winter Guard	0.00				0.00
3300-20-10 Girls Soccer	109.93	1,574.00			1,683.93
3300-20-20 Boys Soccer	2,658.31	2,000.00	1,922.50		2,735.81
3350-20-10 Cheerleading	7,601.35	18,463.00	13,767.20		12,297.15
3400-20-10 Girls Tennis	2,400.53	1,410.00	2,505.84		1,304.69
3400-20-20 Boys Tennis	4,771.04		2,540.85		2,230.19
3450-20-10 Girls Swimming	(128.05)	2,670.00	2,367.46		174.49
3500-20-10 Girls Track	2,387.79		282.71		2,105.08
3500-20-20 Boys Track	640.26	1,642.00	90.00		2,192.26
3600-20-10 Girls Golf	501.20		318.12		183.08
3600-20-20 Boys Golf	671.02	242.00	484.00		429.02
3650-20-10 Boys Lacrosse	1,002.51		191.40		811.11
3700-20-10 Football	1,702.28	18,872.75	13,354.40		7,220.63
3800-20-00 Cross Country	4,703.36	1,950.00	1,268.60		5,384.76
3850-20-00 Wrestling	7.40	5,531.32	1,166.70		4,372.02
3900-20-00 Volleyball	4,027.46	6,384.71	1,332.10		9,080.07
3999-20-00 Super Fans	592.72				592.72
4000-10-00 Sr. Class Gift	5,012.96				5,012.96
4100-30-00 General	7,404.17	1,997.81	5,240.96	(597.00)	3,564.02
4103-30-00 Coffee Club 2	0.00				0.00
4300-20-00 Sunshine Club/Staff Pride	471.07	870.00			1,341.07
4300-30-00 Guidance Fund	0.00				0.00
4405-30-00 Excel	0.00				0.00
4700-30-00 Scholarships	3,435.67		1,500.00		1,935.67
4750-10-00 Testing Prep	2,368.00	250.00			2,618.00
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	453.13	18.85			471.98
Total Other Accounts	208,443.10	125,838.46	146,196.02	0.00	188,085.54

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,901.73	1,650.00	2,222.52		2,329.21
Total Cash Accounts	2,901.73	1,650.00	2,222.52	0.00	2,329.21
Other Accounts					
2000-10-00 Student Council	183.00	1,650.00	1,650.00		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)	0.00
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
2032-00-00 Class of 2032	0.00				0.00
2032-10-00 Class of 2032 Field Trips	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2033-10-00 Class of 2033 Field Trips	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2034-10-00 Class of 2034 Field Trips	0.00				0.00
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			124.58	305.46
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		572.52		501.53
5400-00-00 NED Assembly	0.00				0.00
6000-00-00 Interest Income	87.61				87.61

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Total Other Accounts	2,901.73	1,650.00	2,222.52	0.00	2,329.21

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	153,725.77	66,398.95	65,966.54		154.158.18
Total Cash Accounts	153,725.77	66,398.95	65,966.54	0.00	154,158.18
Other Accounts					
2000-10-00 Cardunal Council (Student)	2,886.24		365.00		2,521.24
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	0.00				0.00
2023-00-20 Class of 2023 - B	0.00				0.00
2024-10-00 Class of 2024 - A	0.00				0.00
2024-20-00 Class of 2024 - B	0.00				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	811.02				811.02
2026-10-00 Class of 2026-B	752.41	1,486.37	1,486.37		752.41
2026-20-00 Class of 2026-C	216.54				216.54
2027-10-00 Class of 2027-A	128.31		(20.00)		148.31
2027-20-00 Class of 2027-B	183.19				183.19
2028-10-00 Class of 2028-A	0.00			150.00	150.00
2028-20-00 Class of 2028-B	0.00			150.00	150.00
20TG-00-00 Universal Team (PBIS)	3,188.33	526.00	662.64		3,051.69
20TY-00-00 Secondary Team	19.59				19.59
2110-10-00 Band	6,316.13		549.61		5.766.52
2130-10-00 Music Department	14,013.01	43,670.56	25,816.75		31.866.82
2140-10-00 Chorus/Vocal	7,695.05	1,995.00	3,912.59		5.777.46
2150-30-00 Musical/Ensembles	32,711.52		5,639.93		27,071.59
2155-10-00 Orchestra	14,693.59		99.00		14,594.59
2220-10-00 Art Club	3,318.15	750.00			4,068.15
2230-10-00 Beta Club	2,401.91		897.16		1,504.75
2380-10-00 Targeted Intervention Team	13.53				13.53
2391-10-00 AVID	5,733.47	556.42	531.57		5,758.32
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.	1,906.72		24.00		1,882.72
2436-10-00 SWANS	0.00	97.00			97.00
2437-10-00 ELL/Eng.Lang.Learner(DEL16/17)	0.00				0.00
2481-10-00 Yearbook Club	771.88		757.88		14.00
2530-10-00 Chess Club	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2560-30-00 Book Club	6.15				6.15
2570-30-00 IMC	630.17		100.00		530.17
2580-30-00 Incentive	0.00				0.00
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	9,971.00	8,250.12		3,462.66
2631-10-00 Washington D.C. Trip	201.77				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	1,168.00	1,138.33		35.02
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	210.00	140.00		178.49
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	199.97	900.00	797.52		302.45
3800-20-00 Cross Country	270.94	1,872.00	1,827.52		315.42
3800-20-10 Marathon Club - 6th Gr.CC Only	16.00				16.00
3840-10-00 Wiffle Ball	138.17	1,300.00	1,061.00		377.17
3850-20-00 Wrestling	183.92				183.92
3900-20-00 Volleyball	2.22				2.22
4100-30-00 General	409.98	513.00	265.33		657.65
4110-10-00 Outdoor Club	10,415.94	735.00	9,680.85		1,470.09
4210-00-00 Fall Play	5,530.87		1,162.42		4,368.45
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	306.20	635.00	820.95		120.25
6000-00-00 Interest Income	3,814.31	13.60		(300.00)	3,527.91
6000-10-00 Bank Corrections	(150.00)				(150.00)
Total Other Accounts	153,725.77	66,398.95	65,966.54	0.00	154,158.18

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,218.74		163.21		1,055.53
Total Cash Accounts	1,218.74	0.00	163.21	0.00	1,055.53
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	0.00				0.00
2028-00-00 Class of 2028	163.21		163.21		0.00
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	1,218.74	0.00	163.21	0.00	1,055.53

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	8,858.44	171.83	1,000.75		8,029.52
Total Cash Accounts	8,858.44	171.83	1,000.75	0.00	8,029.52
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-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	3.00				3.00
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-Inactive	1,000.75		1,000.75		0.00
2029-00-00 Class of 2029	1,226.09	130.00			1,356.09
2030-00-00 Class of 2030	1,258.10				1,258.10
2031-00-00 Class of 2031	248.01				248.01
2032-00-00 Class of 2032	441.28				441.28
2033-00-00 Class of 2033	73.50				73.50
2034-00-00 Class of 2034	0.00				0.00
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
2585-10-00 Library Fundraiser	0.00				0.00
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 Fund-Inactive	0.00				0.00
2618-30-00 Funds for Cancer-Inactive	0.00				0.00
2700-10-00 Ozzie Reading Club	4.00				4.00
4100-30-00 General	631.73				631.73
4300-20-00 Staff Wear	75.00				75.00
5010-10-00 PBIS	1,449.94	41.71			1,491.65
5100-10-00 Staff Sunshine Account	0.00				0.00
6000-00-00 Interest Income	770.58	0.12			770.70
Total Other Accounts	8,858.44	171.83	1,000.75	0.00	8,029.52

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,092.42	2,441.57			5,533.99
Total Cash Accounts	3,092.42	2,441.57	0.00	0.00	5,533.99
Other Accounts					
2000-20-00 LIFE Program	1,004.02				1,004.02
2000-30-00 Reading	0.00				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	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	705.26	450.00			1,155.26
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
2034-00-00 Class of 2034	0.00				0.00
2151-10-00 Music Dept.	0.00				0.00
2276-10-00 Field Trips	27.02				27.02
2277-10-00 Field Days	285.35	1,991.50			2,276.85
2560-30-00 Media	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
4100-30-00 General	440.77				440.77
5000-10-00 Staff Social Account	18.55				18.55
6000-00-00 Interest Income	4.27	0.07			4.34
Total Other Accounts	3,092.42	2,441.57	0.00	0.00	5,533.99

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,574.27	0.10			4,574.37
Total Cash Accounts	4,574.27	0.10	0.00	0.00	4,574.37
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	472.43				472.43
4100-30-00 General	1,718.97				1,718.97
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	485.61	0.10			485.71
Total Other Accounts	4,574.27	0.10	0.00	0.00	4,574.37

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	13,114.05	13,466.36	13,034.22		13,546.19
Total Cash Accounts	13,114.05	13,466.36	13,034.22	0.00	13,546.19
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	0.00				0.00
2023-00-00 Class of 2023	168.00			(168.00)	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	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
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2120-10-00 Birthday Books-Inactive	3,533.78	671.00	4,204.78		0.00
2120-20-00 One School One Book-Inactive	710.00				710.00
2140-20-00 Chorus-Inactive	0.00				0.00
2270-10-00 Environmental Science-Inactive	39.54				39.54
2276-10-00 Field Trips	1,004.74	2,795.00	348.00		3,451.74
2550-00-00 L2IFE-Inactive	0.00				0.00
2590-40-00 Relay for Life-Inactive	0.00				0.00
2618-40-00 Donations-Inactive	0.00				0.00
4100-30-00 General	168.59			168.00	336.59
5000-50-50 D300 United-Inactive	0.00				0.00
5100-00-00 Scholastic Book Fair	5,498.24	10,000.24	7,830.44		7,668.04
5110-00-00 Yearbook-Inactive	0.00				0.00
5120-00-00 Playground-Inactive	0.00				0.00
6000-00-00 Interest Income	439.12	0.12			439.24
6000-10-00 Banking Corrections	651.00		651.00		0.00
Total Other Accounts	13,114.05	13,466.36	13,034.22	0.00	13,546.19

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	193,017.86	205,526.12	157,106.47		241,437.51
Total Cash Accounts	193,017.86	205,526.12	157,106.47	0.00	241,437.51
Other Accounts					
1000-10-10 Banking Corrections	0.00				0.00
2000-10-00 Student Council	948.37		99.60		848.77
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	16,005.00	11,016.12		21,402.66
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	1,370.00				1,370.00
2021-00-00 Class of 2021	2,595.17				2,595.17
2022-00-00 Class of 2022	651.08		80.70		570.38
2023-00-00 Class of 2023	2,950.11				2,950.11
2024-00-00 Class of 2024	781.49		70.00		711.49
2025-00-00 Class of 2025	3,833.23				3,833.23
2110-10-00 Band	192.56	300.00			492.56
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	1,025.94	2,991.00	3,272.14		744.80
2141-10-00 Market Day/Music Dept	0.00				0.00
2150-30-00 Musical	1.54	982.00			983.54
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	5,712.11	1,999.38	2,900.00		4,811.49
2156-10-10 Winter Dance-Inactive	0.00				0.00
2220-10-00 Art Club	2,294.01	345.00	60.81		2,578.20
2225-10-00 Black Student Alliance	4,330.00	3,000.00			7,330.00
2230-10-00 Debate Team	717.55	1,260.00	1,050.00		927.55
2240-10-00 Drama Club	8,694.66	15,557.50	5,980.21		18,271.95
2250-10-10 GSA Club	96.25				96.25
2260-10-00 Industrial Arts	1,591.92	656.00	656.00		1,591.92
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	480.40	517.51		418.58
2320-10-00 German Club	206.94				206.94
2330-10-00 Foreign Language	180.71				180.71
2330-20-00 French Club	396.78		74.78		322.00
2340-10-00 Spanish Club	70.07				70.07
2350-10-00 Language Arts Field Trips	808.00				808.00
2390-10-00 National Honor Society	1,499.98	5,921.59	2,269.00		5,152.57
2390-20-00 Robotics	100.91				100.91
2391-10-00 AVID	5,370.14	7,848.00	4,628.25		8,589.89
2393-10-00 PBIS	841.87	472.90			1,314.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2393-20-00 Coffee Shop - PBIS-Inactive	0.00				0.00
2410-00-00 Math Team	326.00	390.00	281.00		435.00
2461-00-00 WHIPLASH-Inactive	0.00				0.00
2480-10-00 Yearbook	98.16				98.16
2499-30-00 School Store	306.10	408.00			714.10
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	5,084.21				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	425.00	352.00		99.59
2671-00-00 Science	2,343.67				2,343.67
2671-10-00 Science-Six Flags GreatAmerica	0.00	3,231.00	3,200.83		30.17
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
3100-10-00 Athletic Development	0.00	3,559.27	767.90		2,791.37
3100-20-20 Baseball	8,341.89	6,584.87			14,926.76
3150-20-10 Softball	1,431.72				1,431.72
3200-20-10 Girls Basketball	1,922.55	19,584.00	17,669.77		3,836.78
3200-20-20 Boys Basketball	7,574.21	759.00	6,063.57		2,269.64
3250-20-10 Poms	4,442.23	16,577.27	19,557.09		1,462.41
3300-10-00 Dodgeball-Inactive	0.00				0.00
3300-20-10 Girls Soccer	5,076.88				5,076.88
3300-20-20 Boys Soccer	616.01				616.01
3350-20-10 Cheerleading	9,341.48	27,285.00	35,586.99		1,039.49
3400-20-10 Girls Tennis	114.06	1,621.72	731.06		1,004.72
3400-20-20 Boys Tennis	2,447.99	506.69	1,741.92		1,212.76
3500-20-10 Girls Track & Field	864.73				864.73
3500-20-20 Boys Track	216.52				216.52
3600-20-10 Boys Golf	1,301.39	2,660.00	606.31		3,355.08
3600-20-20 Girls Golf	2,502.55	4,769.00	3,532.75		3,738.80
3610-10-00 Boys Lacrosse	2,961.67	12,172.03	169.60		14,964.10
3610-20-00 Girls LaCrosse	1,149.00	2,910.00	1,540.00		2,519.00
3700-20-10 Football	4,043.44	2,350.00	2,608.13		3,785.31
3700-30-10 Powder Puff	0.00	1,050.00			1,050.00
3800-20-00 Boys and Girls Cross Country	779.35	11,310.00	9,637.08		2,452.27
3850-20-00 Wrestling	2,047.56	3,349.06	3,625.92		1,770.70
3900-20-00 Volleyball	4,738.11	11,385.00	10,654.75		5,468.36
3900-20-10 Volleyball Club	0.00	119.00			119.00
3990-10-00 Gatorade Fundraiser	753.91				753.91
4000-30-00 General	6,708.73				6,708.73
4050-10-00 Principal's Advisory Committee	0.00				0.00
4100-00-00 FVC Leadership	1,229.50	37.00	211.68		1,054.82
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

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
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		2,250.00		1,558.50
4700-10-20 2019 Gene Haas Scholarship	12,000.00	144.00	3,643.00		8,501.00
4700-10-30 2020 Gene Haas Scholarship	12,000.00				12,000.00
4700-10-40 2021 Gene Haas Scholarship	0.00	14,000.00			14,000.00
4700-20-00 Dr. Steffen Memorial Fund	0.00				0.00
4700-30-00 Scholarship & Blood Drive	5,750.00	500.00			6,250.00
4700-40-00 Drama Club Scholarship	1,350.00				1,350.00
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	3,720.59	20.44			3,741.03
Total Other Accounts	193,017.86	205,526.12	157,106.47	0.00	241,437.51

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	68,532.05	31,396.21	21,884.49		78.043.77
Total Cash Accounts	68,532.05	31,396.21	21,884.49	0.00	78,043.77
Other Accounts					
2001-10-00 Student Council - MS	745.16	1,153.00	612.00		1,286.16
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	0.00				0.00
2026-00-00 Class of 2026	7,162.59				7.162.59
2027-00-00 Class of 2027	6,143.52		3,000.00		3.143.52
2028-00-00 Class of 2028	2,900.21	6,725.75	1,587.07	100.00	8.138.89
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	2,828.02	3,253.00	3,142.25		2,938.77
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	10,263.61		372.00		9.891.61
2140-10-00 Chorus	2,701.09				2,701.09
2155-10-00 MS Orchestra	2,891.65				2,891.65
2210-00-00 Cafe 10A	321.87	229.50		(100.00)	451.37
2221-10-00 Art - MS	207.10				207.10
2230-10-00 Beta Club	1,607.97	2,293.00	1,200.00		2,700.97
2330-10-00 Yearlong Spanish	23.96				23.96
2361-10-24 Washington DC 2024-Inactive	0.00				0.00
2361-10-25 Washington DC 2025-Inactive	0.00				0.00
2391-10-00 AVID	7,665.66	290.00	1,120.00		6.835.66
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
2631-10-26 Washington DC 2026	0.00	2,860.49	2,860.49		0.00
2631-10-27 Washington DC 2027	0.00	9,427.00	1,137.59		8.289.41
2631-10-28 Washington DC 2028	0.00	510.00			510.00
2635-10-00 Snowflake - Snowball	710.96	3,813.88	3,319.68		1,205.16
2666-00-00 MS Science	739.88				739.88
2667-00-00 MS Sports	344.19	549.00	526.60		366.59
2669-00-00 MS Yearbook	5,494.89				5.494.89
2676-30-00 Washington DC 2016-Inactive	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
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	227.63			227.63
3901-20-00 Volleyball - MS	0.00				0.00
4100-30-00 General	340.79	57.46	57.46		340.79
4200-10-10 MS PE	7,021.50		1,596.00		5,425.50
4250-30-00 Student Activity	5,325.82		1,353.35		3,972.47
5000-10-00 Kane County Cougars Outing	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	24.32	6.50			30.82
Total Other Accounts	68,532.05	31,396.21	21,884.49	0.00	78,043.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	141,021.47	107,017.36	97,997.75		150,041.08
Total Cash Accounts	141,021.47	107,017.36	97,997.75	0.00	150,041.08
Other Accounts					
1000-10-10 Banking Corrections	0.00				0.00
2000-10-00 Student Council	11,865.65	23,410.00	13,863.50	175.00	21,587.15
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		1,847.23		118.70
2020-00-00 Class of 2020	2,774.12				2,774.12
2021-00-00 Class of 2021	3,874.44		3,822.05		52.39
2022-00-00 Class of 2022	3,478.84	13,120.91	5,822.00	(100.00)	10,677.75
2023-00-00 Class of 2023	1,049.87	1,160.00	487.25		1,722.62
2024-00-00 Class of 2024	1,037.30	124.24			1,161.54
2025-00-00 Class of 2025	0.00	463.09			463.09
2110-00-10 Prom	376.29				376.29
2110-10-00 Band	4.51	45.00	45.00		4.51
2120-10-00 Drama Club	4,391.14	1,545.00	2,450.95		3,485.19
2140-10-00 Choral	2,390.00	2,371.97	3,345.00		1,416.97
2150-30-00 Musical	121.31	1,355.00	1,410.50		65.81
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	655.00	250.00	149.10		755.90
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	3,970.87		50.00		3,920.87
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		25.00		169.44
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	983.89	657.16	174.30	(75.00)	1,391.75
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

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION		BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2390-10-00	National Honor Society	1,764.37	1,557.20	2,391.40		930.17
2391-10-00	AVID	4,658.82		1,000.00		3.658.82
2393-10-00	PBIS	655.19	43.48			698.67
2398-00-00	Eagle Buddies	0.00				0.00
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	2,950.22	311.00	1,153.00		2,108.22
2406-10-00	DJ (Entertainment) Club	1,483.66				1.483.66
2408-10-00	GSA (Gay Straight Alliannce)	292.86				292.86
2409-10-00	Hispanic Youth Alliance	0.00	75.00			75.00
2409-20-00	AAPIA-Asian Amer Pac Islander	0.00	373.95	65.77		308.18
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	1,573.10		200.00		1.373.10
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	2,907.35				2,907.35
3100-20-20	Baseball	5,437.37	1,980.00	1,454.75		5.962.62
3150-20-10	Softball	9,974.35		875.65		9.098.70
3200-20-10	Girls Basketball	917.47	140.00	292.00		765.47
3200-20-20	Boys Basketball	166.33	4,135.00			4.301.33
3210-20-10	Bowling	408.92	448.00	628.97		227.95
3225-20-10	Ultimate Frisbee	0.00				0.00
3250-20-10	Dance Team	1,667.21	2,994.00	2,804.36		1.856.85
3275-00-00	Math Team	798.27				798.27
3300-20-10	Girls Soccer	1,106.99		838.11		268.88
3300-20-20	Boys Soccer	1,121.41				1,121.41
3350-20-10	Cheerleaders	4,809.42	22,397.37	23,553.24		3.653.55
3400-20-10	Girls Tennis	483.84		97.50		386.34
3400-20-20	Boys Tennis	2,457.94				2,457.94
3450-20-10	Girls Swimming	501.51				501.51
3450-20-20	Boys Swimming	97.47	270.00	253.00		114.47
3500-20-10	Girls Track & Field	27.02	250.00			277.02
3500-20-20	Boys Track	2,606.27				2,606.27
3600-20-10	Girls Golf	263.00	97.90	210.97		149.93
3600-20-20	Boys Golf	47.88				47.88
3650-20-10	Boys Lacrosse	0.00	1,134.96	465.00		669.96
3700-20-10	Football	2,295.60	22,136.52	19,502.84		4.929.28
3800-20-00	Cross Country	137.89	1,538.41	1,085.02		591.28
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	932.98				932.98
4110-10-00	Eagle Minds Matter	2,514.86	51.30	2,186.16		380.00
4200-10-00	Eagle's Wings Food Pantry	11,449.75	2,560.00			14.009.75
4300-30-00	Faculty Fund	0.00				0.00
4300-30-10	Eagle Pride Advisory Committee	200.55				200.55

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
4800-00-00 Guidance	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	8,502.56	20.90	5,448.13		3,075.33
Total Other Accounts	141,021.47	107,017.36	97,997.75	0.00	150,041.08

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	5,866.03	187.10	187.00		5,866.13
Total Cash Accounts	5,866.03	187.10	187.00	0.00	5,866.13
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	0.00				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	521.50				521.50
5010-00-10 Jump Rope for Heart	0.00	187.00	187.00		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	48.86				48.86
6000-00-00 Interest Income	337.05	0.10			337.15
Total Other Accounts	5,866.03	187.10	187.00	0.00	5,866.13

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	17,770.15	4,766.91	1,596.53		20,940.53
Total Cash Accounts	17,770.15	4,766.91	1,596.53	0.00	20,940.53
Other Accounts					
2001-10-10 PBIS (Student Council)	2,915.25	2,996.00	966.53		4,944.72
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	112.59				112.59
2029-00-00 Class of 2029 - Third	1,012.10	150.00			1,162.10
2030-00-00 Class of 2030 - Second	714.83	125.00			839.83
2031-00-00 Class of 2031 - First	1,889.95	150.00			2,039.95
2032-00-00 Class of 2032 - Kindergarten	394.17	150.00			544.17
2033-00-00 Class of 2033 - PreK	82.00	150.00			232.00
2034-00-00 Class of 2034	0.00	150.00			150.00
2035-00-00 Class of 2035	0.00				0.00
2110-10-00 Band	16.70				16.70
2120-00-00 Book Fair	0.00				0.00
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	865.00	610.00		1,698.51
4100-30-00 Miscellaneous/General	92.68	20.00	20.00		92.68
4250-30-00 Student Incentive - Inactive	0.00				0.00
4300-30-00 Sunshine Fund	265.97	10.00			275.97
6000-00-00 Interest Income	923.85	0.91			924.76
Total Other Accounts	17,770.15	4,766.91	1,596.53	0.00	20,940.53

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

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	2,962.14	0.02			2,962.16
Total Cash Accounts	2,962.14	0.02	0.00	0.00	2,962.16
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	0.00				0.00
2028-00-00 Class of 2028	40.00			(40.00)	0.00
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	279.98				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	1,130.87			40.00	1,170.87
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	201.20	0.02			201.22
Total Other Accounts	2,962.14	0.02	0.00	0.00	2,962.16

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,935.41	93.07			4,028.48
Total Cash Accounts	3,935.41	93.07	0.00	0.00	4,028.48
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	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				0.00
3100-00-00 Yearbook	1,333.82				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	16.00			288.64
4250-30-00 Student Activity-Inactive	0.00				0.00
4300-10-00 Staff Spiritwear	14.44	77.00			91.44
4300-20-00 Sunshine	0.00				0.00
6000-00-00 Interest Income	112.99	0.07			113.06
6010-10-00 Bank Errors - Reconciling Item	0.00				0.00
Total Other Accounts	3,935.41	93.07	0.00	0.00	4,028.48

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,796.10	6,702.09	5,747.87		2,750.32
Total Cash Accounts	1,796.10	6,702.09	5,747.87	0.00	2,750.32
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	0.00				0.00
2590-30-00 Girls on the Run	69.01				69.01
2590-40-00 Relay for Life	0.00				0.00
2600-10-00 Robert Chaney	0.00				0.00
3000-10-00 McDonald Fundraiser	0.00				0.00
4100-30-00 General	456.71			190.85	647.56
4250-20-00 Student Spiritwear	0.00				0.00
4250-30-00 Staff Spirit Wear	6.48				6.48
4300-30-00 Social Fund	558.19				558.19
4400-10-00 Scholastic Book Fair	0.00	5,602.07	5,602.07		0.00
4400-20-00 Follett Book Fair	0.00				0.00
4400-30-00 Anderson's Book Fair	45.54			(45.54)	0.00
5000-10-00 Yearbook	514.86	1,100.00	145.80		1,469.06
6000-00-00 Interest Income	145.31	0.02		(145.31)	0.02
Total Other Accounts	1,796.10	6,702.09	5,747.87	0.00	2,750.32

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,975.72	0.02			2,975.74
Total Cash Accounts	2,975.72	0.02	0.00	0.00	2,975.74
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
2025-10-00 Class of 2025-LEAP	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	27.24				27.24
2029-00-00 Class of 2029	507.19				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
2035-00-00 Class of 2035	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	215.69	0.02			215.71
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	2,975.72	0.02	0.00	0.00	2,975.74

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,856.03	574.02	102.00		3,328.05
Total Cash Accounts	2,856.03	574.02	102.00	0.00	3,328.05
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	574.00			915.00
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		102.00		579.21
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	90.38	0.02			90.40
Total Other Accounts	2,856.03	574.02	102.00	0.00	3,328.05

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	7,589.59	1,802.65	579.10		8,813.14
Total Cash Accounts	7,589.59	1,802.65	579.10	0.00	8,813.14
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	253.36				253.36
2014-10-04 4th Grade Level Funds	1,149.19	60.00	30.00		1,179.19
2014-10-05 5th Grade Level Funds	911.00				911.00
2014-10-06 Preschool Grade Level Funds	0.00				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 - Inactive	63.63			(63.63)	0.00
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
2034-00-00 Class of 2034	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)	0.00
3010-00-00 We Act Fundraiser	806.69				806.69
3100-00-00 Spiritwear (PBIS)	801.15				801.15
3200-00-00 Media Center	91.70				91.70
3300-10-00 Student Council	158.18				158.18
3300-20-00 Perry Fundraising	0.00	1,671.03			1,671.03
3310-10-00 Girls On The Run	337.00				337.00
3350-00-00 Kane County Cougars Grant	810.89		419.02		391.87
4100-30-00 General	158.58			94.25	252.83
4200-00-00 Perry Teacher Social Account	815.28	71.50	130.08		756.70
4300-00-00 Retired Teacher Fund	324.65				324.65
6000-00-00 Interest Income	0.00	0.12			0.12
Total Other Accounts	7,589.59	1,802.65	579.10	0.00	8,813.14

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	988.12	1,044.00	1,108.50		923.62
Total Cash Accounts	988.12	1,044.00	1,108.50	0.00	923.62
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	0.00				0.00
2028-00-00 Class of 2028	45.73			(45.73)	0.00
2029-00-00 Class of 2029 - 5th Grade	645.32	1,044.00	1,108.50		580.82
2030-00-00 Class of 2030 - 4th Grade	64.77				64.77
2031-00-00 Class of 2031 - 3rd Grade	0.00				0.00
2032-00-00 Class of 2032 - 2nd Grade	0.00				0.00
2033-00-00 Class of 2033 - 1st Grade	0.00				0.00
2034-00-00 Class of 2034 - 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	19.24			45.73	64.97
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	988.12	1,044.00	1,108.50	0.00	923.62

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	45,882.65	38,767.96	39,813.61		44,837.00
Total Cash Accounts	45,882.65	38,767.96	39,813.61	0.00	44,837.00
Other Accounts					
2000-10-00 Student Council	3,569.46	4,788.00	4,321.60	(25.00)	4,010.86
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	0.00				0.00
2024-00-10 Class of 2024-B	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2025-00-10 Class of 2025-A	164.50		164.50		0.00
2025-00-20 Class of 2025-B	250.37		250.37		0.00
2026-00-00 Class of 2026-A	268.91				268.91
2026-10-00 Class of 2026-B	238.46				238.46
2027-00-00 Class of 2027-A	580.49				580.49
2027-10-00 Class of 2027-B	478.33				478.33
2028-00-00 Class of 2028-A	21.23				21.23
2028-10-00 Class of 2028-B	0.00				0.00
2029-00-00 Class of 2029	14.69	540.00	293.45		261.24
2030-00-00 Class of 2030	464.12	496.00	375.00		585.12
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	238.00	150.00		88.00
2034-00-00 Class of 2034	0.00		50.01		(50.01)
2115-00-00 Music - Elementary	750.07				750.07
2150-30-00 Musicals	4,817.09	7,846.31	4,402.20	25.00	8,286.20
2151-10-00 Music Dept.	944.96	4,657.20	4,119.51		1,482.65

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2021 through 3/31/2022

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2155-10-00 Orchestra-Inactive	0.00				0.00
2160-10-00 Orchestra - Fifth Grade	0.00				0.00
2220-10-00 Art Club	412.02	280.99	329.22		363.79
2230-10-00 Beta Club	15,519.74	6,695.53	13,920.09		8,295.18
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	3,723.28				3,723.28
2392-10-00 HANDS Club	0.06				0.06
2393-10-00 PBIS Middle School	563.20	2,378.09	1,723.71		1,217.58
2393-20-00 PBIS Elementary	887.95	150.00			1,037.95
2481-10-00 Yearbook - MS	5,362.28	901.00			6,263.28
2482-10-00 Yearbook - ELE	287.39	144.00			431.39
2560-30-00 Birthday Book Club	40.80	695.00	712.06	(20.00)	3.74
2560-40-00 Library-Book Fair	226.29	7,819.63	7,477.09	(352.00)	216.83
2590-10-00 Boys Basketball Lions Club	0.66				0.66
2590-20-00 Girls Basketball Lions Club	70.22	528.00	342.00	(198.20)	58.02
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	164.46				164.46
2660-00-00 Math Club	98.86	96.00	194.00		0.86
2668-00-00 Track	10.68				10.68
3250-20-10 Poms	543.02	240.00	317.60		465.42
3251-20-10 Intramural Poms-Inactive	0.00				0.00
3350-20-10 Cheerleading	1,023.60				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	16.00			16.00
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	658.67	179.96	596.20	570.20	812.63
4105-30-00 Student Assistance Account	1,730.32				1,730.32
4400-30-00 PE - MS	14.52				14.52
4401-30-00 PE - Elementary	243.09				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	75.00	75.00		0.00
6000-00-00 Interest Income	710.55	3.25			713.80
Total Other Accounts	45,882.65	38,767.96	39,813.61	0.00	44,837.00

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**May 4, 2022**	**Presented at the following Board Meetings**	
TO:	Susan Harkin, Superintendent Board of Education	**Construction/Facility**	
		Finance	
		Policy/Legislative	
FROM:	Diane Stratton, Executive Assistant	**School Utilization**	
		BOE 1st Reading	5/10/2022
		BOE 2nd Reading	5/24/2022

SUBJECT: BOE Meeting Schedule 22-23

Background

Per 5 ILCS (120/2.02) Public notice of all meetings, whether open or closed to the public, shall be given as follows: (a) Every public body shall give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and shall state the regular dates, times, and places of such meetings. This information is also posted on the district website.

Recommendation

Administration recommends the board approve the proposed schedule for the 22-23 Fiscal Year.

DISTRICT 300

2022-2023
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 19, 2022	Workshop/Business Meeting
Tuesday, August 9, 2022	Workshop
Tuesday, August 23, 2022	Business Meeting
Tuesday, September 13, 2022	Workshop
Tuesday, September 27, 2022	Business Meeting
Tuesday, October 11, 2022	Workshop
Tuesday, October 25, 2022	Business Meeting
Tuesday, November 15, 2022	Workshop/Business Meeting
Tuesday, December 13, 2022	Workshop/Business Meeting
Tuesday, January 10, 2023	Workshop
Tuesday, January 24, 2023	Business Meeting
Tuesday, February 14, 2023	Workshop
Tuesday, February 28, 2023	Business Meeting
Tuesday, March 21, 2023	Workshop/Business Meeting
Tuesday, April 11, 2023	Workshop
Tuesday, April 25, 2023	Business Meeting
Tuesday, May 9, 2023	Workshop
Tuesday, May 23, 2023	Business Meeting
Tuesday, June 13, 2023	Workshop
Tuesday, June 27, 2023	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.*

DRAFT

DISTRICT 300

2022-2023

Standing Board Committee Meeting Schedule

District 300 Central Office
2550 Harnish Drive
Algonquin, IL 60102
4:30 p.m.

Date	
Monday, July 11, 2022	Committee Meeting
Tuesday, August 9, 2022	Committee Meeting
Tuesday, September 13, 2022	Committee Meeting
Tuesday, October 11, 2022	Committee Meeting
Monday, November 7, 2022	Committee Meeting
Monday, December 5, 2022	Committee Meeting
Tuesday, January 12, 2023	Committee Meeting
Tuesday, February 14, 2023	Committee Meeting
Monday, March 13, 2023	Committee Meeting
Tuesday, April 11, 2023	Committee Meeting
Tuesday, May 9, 2023	Committee Meeting
Tuesday, June 13, 2023	Committee Meeting

DRAFT

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**April 29, 2022**
TO:	Susan Harkin, Superintendent Board of Education
FROM:	Dan Opels Executive Director of Facilities

Presented at the following Board Meetings	
Construction/Facility	05/10/2022
Finance	05/10/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: Approval of Facility Rental Agreement 22-23 School Year

---

Background

Every year the District reviews its Facility Rental Agreement to set the fees for the next school year and update verbiage. As we have done in the past, the District has reached out to the surrounding Districts to ensure that our fees align with what the other Districts are charging.

This year we have made some minor language changes to the document.

- Added clarifying language that scholarships are per organization rather than per rental site
- Added only service animals will be allowed inside facilities without prior approval from the District office
- Remove language around "User" having to provide the School District with a list of people trained and certified on the AED and a copy of its AED certification cards. (Please Note: the "User" will still need to provide and have trained staff, but they would not have to provide that documentation to the District)

All changes have been reviewed and approved by the District's outside counsel.

Recommendation

The administration recommends approving the 22-23 Facility Rental Agreement as presented.

DISTRICT 300

FACILITY RENTAL PROGRAM
Program Guide
2022-2023

It is the intention of the School Board of Community Unit School District 300 to provide the School District facilities to external community groups and organizations, for the benefit of the community and the schools.

FACILITY RENTAL PROCEDURE

All groups wishing to utilize facilities in D300 should visit the District web page for information on the facility rental policy and procedures.

Any questions regarding the rental program should be directed to the appropriate building. To alleviate interruption of regularly scheduled school activities, no dates will be confirmed until final approval has been given by both the building principal or designee and the District Office. Upon final approval, a confirmation email will be sent to the group. The approval process can take up to 10 business days.

RENTAL GROUP CATEGORIES

Rental groups are divided into 5 group categories depending on their affiliation with the school district. Rental group categories will pay an amount based on the affiliation. Below are the categories and the types of fees that could be incurred for those groups.

Facility Rental Groups				
User Group 1	**User Group 2**	**User Group 3**	**User Group 4**	**User Group 5**
School Based Activities	School Partnerships	Governmental & Community Agencies	Youth Athletic	Private Interest or Non-Government
Priority 1 Scheduling	**Priority 2 Scheduling**	**Priority 3 Scheduling**	**Priority 4 Scheduling**	**Priority 5 Scheduling**
User Group 1 includes organization that serve the students, parents, and teachers of D300. These organizations exclusively include PTO's, Athletic Boosters, Music Boosters, Boys & Girls Club, Girl & Boy Scouts of America, Girls on the Run, Municipalities, Voter Precincts and Public Hearings.	User Group 2 includes organization that have signed agreements with the district such that result in a contribution to the school site, such as groups having a valid Improvement/In-kind/reciprocity agreement with D300.	User Group 3 includes recognized governmental and community agencies which provide programs for students and parents and are tax supported organizations. These groups include but are not limited to city and county parks and recreation programs, professional development, state sponsored professional training, neighborhood watch, homeowners associations, D300 school alumni organizations and grant funded partnerships which provide before and after-school tutoring or enrichment programs for D300 Students	User Group 4 includes non-governmental youth athletics whose enrollment is comprised of 75% of D300 students. In order to obtain this classification, verification of student participation may be required (student name and school attended).	User Group 5 includes those citizens, associations, clubs or other organizations who wish to use school facilities for commercial, for profit or nonprofit purposes. Organizations include but are not limited to: Recreation, Education, Political, Economic, Artistic, Adult Athletics or non-D300 student athletics and faith or spiritual activities. Also included are youth athletic groups whose enrollment is less than 75% D300 students or residents.
Fees	**Fees**	**Fees**	**Fees**	**Fees**
Salary/Benefit Cost	Salary/Benefit Cost	Salary/Benefit Cost	Salary/Benefit Cost	Salary/Benefit Cost
Security & Damage Deposit	Security & Damage Deposit	Security & Damage Deposit	Security & Damage Deposit	Security & Damage Deposit
	Equipment Use Fees	Equipment Use Fees	Equipment Use Fees	Equipment Use Fees
	Sales Tax	Sales Tax	Sales Tax	Sales Tax
		Facility Use Fees	Facility Use Fees	Rental Fees

REQUIREMENTS

1. Facility rental use requests are made by organizations using the online software application (SchoolDude).
2. Certificate of Insurance (must be uploaded with request using SchoolDude).
    - Lessee shall supply the district a "Certificate of Insurance" naming Community Unit School District 300, 2550 Harnish Drive, Algonquin IL 60102, its Board members, employees, and agents as the additional insurance. The certificate must also have the following minimum coverage limits:
        - Commercial General Liability Coverage
            - $1,000,000 Per Occurrence
            - $50,000 Damage to Rented Premises (Each Occurrence)
            - $5,000 Medical Expenses
            - $1,000,000 Personal and Advertising injury
            - $2,000,000 General Aggregate
            - $2,000,000 Products/Completed Ops Aggregate
            - Community Unit School District 300, its Board members, employees, and Agents are named as an additional insured on a primary & non-contributory basis
        - Commercial Automobile Liability Coverage (Only needed if entity will be operating owned vehicles on premises).
            - $1,000,000 Combined Single Limit
            - Community Unit School District 300, its Board members, employees, and Agents are named as an additional insured on a primary & non-contributory basis
        - Workers Compensation Coverage (Only needed if entity has employees - does not include volunteers)
            - Covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees and if the Contractor will be on the District's premises the Workers' Compensation Insurance must provide an alternative employer endorsement
            - Employers Liability Limits of $500,000/$500,000/$500,000
        - Umbrella Liability Insurance
            - Minimum combined single limit of $5,000,000 per occurrence and $5,000,000 general aggregate
            - Community Unit School District 300, its Board members, employees, and Agents are named as an additional insured on a primary & non-contributory basis
        - The insurance shall include sexual abuse and molestation coverage if the Contractor will be on School District premises.
        - Above coverages shall be from a company licensed by the State of Illinois and rated at least an "A VII" rating from A.M. Best Company or comparable rating service.
        - If requested, organization must provide copies of applicable policy endorsements.
        - Certificate of insurance shall contain a provision that LESSOR will be given a minimum of thirty (30) days written notice by registered or certified mail by the insurance company prior to cancellation, termination, or change in such insurance.
    - Insurance shall be effective from the time the LESSEE or LESSEE's employees, agents or customers begin to arrive on rented site and continue until they vacate the rented site.
    - A copy of the insurance certificate shall be provided and must be on file in the school district prior to the activity beginning. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the School District to terminate this Agreement immediately.

3. LESSEE shall provide proof of product liability if any food or beverage will be dispensed during the rental period.
4. AED certification and equipment.
    - Groups that are using the facilities for physical activities must provide a trained Automated External Defibrillator (AED) user and must provide their own AED at all outdoor events.
5. Facility Rental Fee Estimate Sheet must be uploaded and attached to the request.
6. The Lessee must read, understand, and comply with all "Restrictions" in the Restrictions listing below.

RESTRICTIONS

- Lessee must comply with fire codes, life/safety codes, and all other applicable local, State and Federal laws.
- No alcohol, narcotics, or firearms or look-a-likes allowed on school property.
- No violence or fighting of any sort.
- No smoking or vaping is allowed on School District property.
- No food or drink shall be sold or consumed on district property without prior approval.
- No private parties.
- Meetings shall not be political in nature, subversive to the U.S. Government, or immoral, and shall not violate State or federal non-discrimination laws.
- No group shall attempt to raise funds or solicit contributions without prior approval.
- No tipping of D300 Staff members is allowed.
- Rentals are prohibited on district observed holidays.
- Rentals are automatically canceled when emergency (snow) days are declared.
- Profanity will not be tolerated.
- Building kitchens are prohibited as rental facilities.
- No Gas or Charcoal Grills are allowed to be used on the property.

USE OF SPACE

- The School District will require District staff to open and close the building for Lessee. No keys will be given to Lessee, students or other unauthorized personnel. District staff is assigned to the building for the duration of the rental period. The start time for the Custodians will be decided by the District. At a minimum, the start time will be one-half hour before the scheduled rental and work as necessary after the rental. Custodians will have a work assignment by the District to meet the District needs during the rental event. (This statement does not apply to Dundee Township Park District or Hampshire Park District for the gymnasiums for which we have an Inter-Governmental Agreement.)
- Lessee must have an **adult present**, 18 years of age or older, and in charge of the activity during the entire rental period. This person will be responsible for the proper use of the facilities and the proper conduct of those in attendance.
- At certain times and/or activities the school district may require additional adult supervision, chaperones, or police. All additional expenses are the responsibility of the Lessee.
- Lessee is restricted to the use of specific area(s) and times rented. All Lessee and their participants shall confine themselves to those spaces and times. Charges will apply for extra time and space used.
- Equipment storage must be pre-arranged with the building. Specific arrangements must be made before the rental date. All storage is at the Lessee risk and must be removed immediately after the rental

period. This is conditional upon availability of space.
    - Any equipment that an organization uses has to be housed in appropriate containers
        - Container location must be approved in writing by the D300 Operations Department.
        - Containers must be removed following the end of the season or rental contract, whichever comes first.
- No items shall be attached to School District property or any modifications made to the building structure, equipment or grounds.
- Limited movement of furnishings will be allowed with prior approval. Requests for special setup can be made in the Facility Rental program and must be pre-arranged before use. The Building's time involved in setup will be charged to the Lessee. The Lessee is prohibited from bringing in and using any heavy equipment and/or items in the buildings that may damage floors, walls, or any building systems.
- The District reserves the right to restrict and remove some specific areas of the school and grounds from the rental program.
- Food service is available through the District's food service provider (ARAMARK). For pricing and availability please reach out to them directly.
- Parking lots may be rented when available. No parking in restricted areas. All local and state laws will be followed. Long term storage is not permitted in parking lots.
- The lessee cannot sublet rental space.

DAMAGES

- The Lessee is responsible and liable for all damages to school district property. All instances of damage must be reported to district personnel as soon as possible.

BUILDING EQUIPMENT

- Kitchen facilities can only be operated by the District's Food Service Vendor during rental events. All costs for food service workers will be assessed to the Lessee.
- Certain stage, AV equipment, etc. require special handling. Only Building staff are permitted to operate auditorium AV equipment for rentals. All AV costs including AV technology workers' time will be assessed to the Lessee.
- Equipment innate to an area will be part of the rental agreement with applicable charges. The Lessee must be qualified in the use of the equipment before use. No movement or changes of the equipment may occur without prior approval.
- Special arrangements for the use of equipment may be possible with prior approval.
- The district will not lend or rent equipment for use outside of the school.

SNOW PLOWING & SALTING FEES

The Lessee will be charged $250.00 for snow removal and salting fees if their event is the only event scheduled at the facility.

OUTSIDE FIELD USAGE

- Use of athletic and play fields for recreational activities are allowed when there is no conflict with school activities.
- D300 reserves the right to allocate certain athletic fields and facilities for the exclusive use of the schools.

- The contract does not grant the Lessee permission or authority to modify or upgrade the field in any way.
- The contract only grants time for using the playing field. Lessee must vacate the field when their rented time has expired to minimize the possibility of interrupting the field use of another possible Lessee.
- No motorized vehicles are allowed on school athletic fields other than emergency vehicles.
- School grounds close at dusk.
- The Lessee will assume responsibility for cleanup of the area after each use and will properly dispose of all garbage. Clean up/garbage removal: $100 per event will be charged back to the organization if the area is not picked up after the event (pictures will be taken and sent along with the invoice).
- Lessee will be provided with a field rental permit and for verification purposes, the permit must be kept readily available while on the field in case a local police officer, or school district employee asks to see it. If the Lessee(s) cannot present the contract/permit, they will be asked to vacate the field. If a league rents a field for multiple dates and times and then divides up the time among several coaches; the league must ensure their individual coaches have a valid contract/permit with the corresponding dates and times rented.
- Proper care must be given to the grounds and district property. Lessee assumes all financial responsibility individually, and on behalf of said organization for any damage caused by participants during the hours the organization is using the property. Any damage or theft must be reported to district personnel as soon as possible.
- Lessees holding field rental events with a term of one or more days and with each day lasting 2 or more hours will be required to provide a rented Portable Toilet and the cost and servicing. The School District will be responsible for determining placement.
- Athletic Permits are available which would reserve the field for the entire season of the sport. Please see section on Outside Athletic Permits.

OUTSIDE ATHLETIC PERMITS

Outside Athletic Permit is the vehicle that allows outside organizations to utilize D300 outdoor athletic fields. While we want to allow outside organizations to use our fields, this fee is used to offset the wear and tear of usage. Additionally, D300 carefully monitors the usage of our facilities to ensure they are maintained to support D300 programs.

- To qualify for an Outside Athletic Permit, the sport team must be comprised of 75% of D300 students. This will be validated by the organization submitting their roster.
- The cost will be $1,000 for the sport season per school location or the actual cost of the usage whichever is less. No in-kind donations can reduce the $1,000 fee.
- D300 will reduce the rental fee for an outside athletic permit by $250 for offering 1 scholarship or $500 for offering 2 scholarships.
    1. A scholarship is defined as a student athlete not having to pay for registration fees.
    2. Organizations must provide proof of their scholarships by providing the names of the students receiving and the amount of the scholarship.
    3. If the scholarship fee reduction is greater than the rental fee, the total facility rental cost the facility rental cost will be $0.
    4. Scholarships are per organization, not per the number of buildings utilized.
- The Outside Athletic Permit covers the following:
    1. Field rental - one athletic outdoor sports field
    2. Field maintenance (subject to availability)
        a. Aerating and overseeding the fields
        b. Fertilizing, grub control, crabgrass control

c. Replacing sod with Kentucky Bluegrass
d. Weeding
e. Cutting
f. Spreading field mix and turface
g. Repairing the lips and cutting them back
h. Maintaining pathways and asphalt
i. Watering

- The Outside Athletic Permit **DOES NOT COVER:**
  1. Field striping is not covered.
     a. The District will charge a flat rate for striping services which includes the paint.
        - Football field
          a. Layout and stripe 1st time - $697.00
          b. Re-striping - $540.00
        - Lacrosse field
          a. Layout and stripe 1st time - $795.00
          b. Re-striping - $635.00
        - Soccer field
          a. Layout and stripe 1st time - $480.00
          b. Re-striping - $367.00
        - For other types of lining please contact the building you are renting from to receive a quote.

  2. Porta Potty expenses. Outside events require a porta potty and are at the organization's expense.

INSIDE FACILITY USAGE

- Use of indoor facilities for recreational activities are allowed when there is no conflict with school activities.
- D300 reserves the right to allocate certain areas of the building for the exclusive use of the schools.
- The contract does not grant the Lessee permission or authority to modify or upgrade the facility in any way.
- The contract only grants time for using the facility during the approved time in the Facility Request software. Lessee must vacate the facility when their rented time has expired to minimize the possibility of interrupting the facility use of another possible Lessee.
- Lessee will be provided with a facility rental permit and for verification purposes, the permit must be kept readily available while at the facility in case a local police officer, or school district employee asks to see it. If the Lessee(s) cannot present the contract/permit, they will be asked to vacate the facility. If a league rents a facility for multiple dates and times and then divides up the time among several coaches; the league must ensure their individual coaches have a valid contract/permit with the corresponding dates and times rented.
- Proper care must be given to the facilities and district property. Lessee assumes all financial responsibility individually, and on behalf of said organization for any damage caused by participants during the hours the organization is using the facility. Any damage or theft must be reported to district personnel as soon as possible.
- Inside Athletic Permits are available for sports teams.
- Only service animals will be allowed inside the facilities without prior approval from District office.

INSIDE ATHLETIC PERMITS

Inside Athletic Permit is the vehicle that allows outside organizations to utilize D300 indoor facilities. While we want to allow outside organizations to use our facilities, this fee is used to offset the wear and tear of usage, utilities, and bathroom supplies. Additionally, D300 carefully monitors the usage of our facilities to ensure they are maintained to support D300 programs. To qualify for an Indoor Athletic Permit, the sport team must be comprised of 75% of D300 students. This will be validated by the organization submitting their roster.

- The cost will be 10% of the total rental fee. However, if a custodian is called in to cover the event, the organization must cover the full cost of the custodial services.
    1. The total rental includes custodial costs, room rentals, and any equipment rental.
    2. No in-kind donations can reduce the fee.
- D300 will reduce the rental fee for an inside athletic permit by $250 for offering 1 scholarship or $500 for offering 2 scholarships.
    1. A scholarship is defined as a student athlete not having to pay for registration fees.
    2. Organizations must provide proof of their scholarships by providing the names of the students receiving and the amount of the scholarship.
    3. If the scholarship fee reduction is greater than the rental fee, the total facility rental cost the facility rental cost will be $0.
    4. Scholarships are per organization, not per the number of buildings utilized.
- The Indoor Athletic Permit covers the following:
    1. Facility rental - limited to gym, field house, and wrestling rooms
- The Indoor Athletic Permit **DOES NOT COVER:**
    a. Tournaments/Events - Tournaments/Events are billed separately.
    b. Custodial fees if a custodian is brought in specifically for the rental.

In-kind Donations/Scholarships in Lieu of Rental Fees

With the exception of Athletic Permit Fees, the District may accept in-kind donations or scholarships in lieu of rental fees.

- In-Kind Donations
    1. In-Kind donations represent items provided by the renter on behalf of the District.
    2. If a *school* is receiving the in-kind donation, it must first be reviewed by the school and then by the Chief Operating Officer, or designee, before any formal approval.
    3. If the *District* is receiving the in-kind donation, it must first be reviewed by the Chief Operating Officer, or designee, before any formal approval.
    4. If the total in-kind donation does not cover the total rental request, the in-kind donation will be deducted from the total rental request to determine the new billable amount.
    5. If the in-kind donation is in the form of site related work (e.g., altering the fields, adding to the facilities, or constructing buildings), it must be presented in front of the Construction Facility and Operations Board Committee for approval.
- Scholarships
    1. Scholarships represent waiving student enrollment fees for the program being offered.

2. In order to be eligible, renters must provide the total dollar amount of scholarships being awarded and the number of students eligible to receive the scholarship and provide the process in which the organization uses to award scholarships.
3. Scholarships must be given to D300 students and will be verified by requiring the organization to provide the list of the names of students receiving the scholarships.

PAYMENT

The Facility Rental Program accepts the following forms of payment: Credit cards (No AMEX), debit cards and checks.

CANCELLATIONS

All cancellations must be in writing and received 5 business days prior to the building being used or charges may apply. If charges apply, a detailed invoice will be submitted to the group utilizing facilities.

PRINCIPAL'S ROLE IN BUILDING SUPERVISION

Principals manage all programs, schedules and staff in their schools. Staff management in support areas is in partnership with supervision from district offices. Custodial schedules are developed by the principal, Director of Facilities, and the custodian. The schedules are based on District standards and specific building needs. Schedules include time for cleaning, building operations, educational function operations, and maintenance. The Executive Director of Technology & Operations and the Executive Director of Facilities serve as resources to the principal on all facility and grounds operations.

WITNESSETH:

The School District permits use of school facilities to profit and nonprofit, charitable and non-charitable groups and/or organizations.

Therefore, in consideration of mutual agreements and covenants hereinafter contained and for other good and valuable considerations, the receipt and sufficiency whereof being hereby mutually acknowledged, the parties hereto agree as follows:

I. Use of Facility:

A. Description of Property. The School District is the owner of certain real estate, buildings and facilities (the "Property").

B. Use of Facilities. The School District agrees to allow the User to use the Facilities for the dates and times chosen in SchoolDude. The User's use shall be limited to the areas selected in SchoolDude.

The User shall have no right to use any portion of the Property or other School District property, except as specified herein or as permitted by the School District. The School District shall at all times be the sole owner of the Property and Facilities and the User shall have no right or interest in the Property or Facilities, except for the right to use the Facilities as provided in this Agreement.

C. Fees. The User shall pay to the School District the fees set forth in Exhibit A, which Exhibit is incorporated into this Agreement by this reference.

D. Health and Safety Issues. In the event of emergency, safety issue, or failure to maintain insurance, or any other condition that constitutes a substantial threat to the health or safety of students, employees, or others at the School District, as determined by the School District in its sole discretion, the School District may immediately suspend the User's activities hereunder until such condition has been remedied to the School District's satisfaction. In the event the School District suspends the User's activities pursuant to this Section, the User shall remain responsible for all fees due to the School District.

E. No Drugs or Alcohol. Illegal drugs and alcohol are not permitted on the Property.

F. Compliance with Laws and Policies. The User shall comply with all applicable federal, State, and local laws related to its use of the Facilities and the Property and shall comply with all School District policies and procedures.

G. Maintenance of Property. At the close of each instance of use, the User shall leave Facilities and the Property in substantially the same condition as at the outset of each instance of use, ordinary wear and tear excepted, and shall remove all of the User's personal property. The User shall be responsible for the cost of repair and/or replacement of any damage to the Facilities and Property, including fixtures and furnishings, which occurs as a result of or in connection with the User's or its employees' or agents' use of the Property, normal wear and tear excepted. If the User does not repair damages it caused to the Facilities or Property, the School District may repair the damage at the User's expense. The User shall reimburse the School District for any repair costs the School District incurs within 14 days after the School District send an invoice to the User for such costs.

H. No Improvements. The User shall not modify, alter, or place permanent fixtures or improvements upon the Facilities without the School District's prior written approval.

I. Supervision. The User shall be solely responsible, at its own expense, for providing adequate adult supervision at all times in connection with its use of the Facilities. The User acknowledges and assumes complete responsibility for its employees and agents used to supervise its activities and services.

J. Automated External Defibrillators. The User will provide a trained Automated External Defibrillator (AED) user as defined in 410 ILCS 4/1, et seq., who will be on the leased premises at all times the User is using the Facilities pursuant to this Agreement. The User shall be solely responsible for the failure to provide a trained AED user, or for the conduct, acts or omissions of the trained AED user, and shall defend, indemnify, and hold harmless the School District for same, in accordance with the defense and indemnification provision of this Agreement. The User will provide its own AED at all of their outdoor events.

K. Background Checks. The User shall conduct, at its own cost and expense, criminal background checks in accordance with Section 10-21.9 of the Illinois School Code, 105 ILCS 5/10-21.9, of all of its employees and agents that will work on the Property. The User shall also conduct a search of the Statewide Sex Offender Database and Statewide

Murderer and Violent Offender Against Youth Database for each employee or agent of the User that will work on the Property. The User shall not send to the Property, or allow to interact with students, any employee or agent (1) for whom the User has not received the completed results of the criminal background check; (2) whose criminal background check reveals convictions that would prohibit employment by the School District under Sections 10-21.9 and/or 21B-80 of the Illinois School Code; (3) who appears on the Statewide Sex Offender Database and Statewide Murderer and Violent Offender Against Youth Database ; or (4) who has a history of other criminal conduct or inappropriate behavior which reasonably calls into question such individual's fitness to work near children.

II. Miscellaneous Provisions.

A. Indemnification. To the fullest extent permitted by law, and as partial consideration for the User to use the Facilities, the User shall indemnify, hold harmless, and defend the School District, its Board, Board members, employees, agents, and successors against all claims, losses, liability, costs, and expenses (including attorneys' fees) related to damages to property or person (including death) that may arise out of or in connection with the User's, its employees', agents', or guests' use of the Facilities or the Property. The covenants of this Section shall survive the expiration or termination of this Agreement.

B. Insurance. During the term of this Agreement, the User, at its sole cost and expense, and for the benefit of the School District, shall carry and maintain insurance as provided in the School District's Program Guide for the Facility Rental Program.

C. Waiver of Claims. Except to the extent prohibited by law and for any claim arising out of, relating to or connected with any breach of this Agreement, the School District shall not be liable, and the User waives all claims against the School District for damages to person or property sustained by the User resulting from its use of the Property, or any equipment, furniture, fixtures, or appurtenances thereto becoming out of repair, resulting from any accident in or about the Property or common areas, or resulting directly or indirectly from any act or neglect of any person on the Property or common areas. This Section shall apply especially, but not exclusively, to damage caused by water, snow, frost, steam, excessive heat or cold, sewage, gas, odors, or noise or the bursting or leaking of pipes or plumbing fixtures and shall apply if any such damage results from the act or neglect of other occupants, or an employee or employees of the School District. All personal property belonging to the User on the Property shall be there at the risk of the User. The School District shall not be liable for any damage thereto or the theft or misappropriation thereof. The User shall be limited to its own insurance coverages to pay for damage to its property or fixtures and hereby holds harmless and releases the School District from any damage or claim of damage to the User's property or fixtures.

D. No Waiver of Tort Immunity Defenses. Nothing contained in this Agreement, or in any other provision of this Agreement, is intended to constitute nor shall constitute a waiver of the defenses available to the School District under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, with respect to claims by third parties.

E. Taxes. If, as a result of this Agreement, the School District's Property is threatened with the loss of its tax exempt status, the School District, in its sole discretion, may immediately terminate this Agreement and the User's activities hereunder without the School District incurring any damages or liability to the User. If any portion of the Property becomes subject to taxation as result of this Agreement or the User's use of the Property, the User shall be responsible for the payment of any taxes assessed and such taxes shall be payable at the time said taxes are due. The School District shall have the right to challenge, at the User's expense, any loss of tax-exempt status of the Property. In the event that the User fails to pay the taxes when due, the School District may, at its sole option, pay the taxes and the

User shall be liable, in addition to any other remedies available to the School District, to the School District for all costs and expenses, including, but not limited to, reasonable legal fees, incurred by the School District in paying the delinquent taxes. The covenants of this Section shall survive the expiration or termination of this Agreement.

F. No Assignment. The User may not assign any rights or duties under this Agreement without the prior express written consent of the School District.

G. Entire Agreement. This Agreement shall constitute the entire agreement of the Parties hereto with respect to the Facilities, the Property, and activities hereunder and supersedes any and all prior agreements and understandings, whether written or oral, formal or informal. This Agreement may not be amended except by means of a written document signed by authorized representatives of the Parties.

H. Termination. Either party may terminate this Agreement for any reason after providing seven days written notice to the other party of its intention to terminate the Agreement. If the School District terminates the Agreement based on this provision, it shall return the security deposit, except for any portion needed to pay for repairs, and shall return a pro-rata portion of the use fee based on the remaining time period remaining in the Agreement.

I. Notice. All notices required or permitted by this Agreement must be in writing and delivered personally or sent by certified mail, return receipt requested to the respective party's mailing address. Either party may specify a different address to receive notices by providing a written directive given in accordance with this Section.

J. Effective Date. This Agreement shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives.

DISTRICT 300

Exhibit A

2022/2023 Building Rental Fees			
High School		**Elementary School**	
Auditorium	$100 per hour	Elementary Sports Field	$ 50 per event
HS Lecture Room (Hampshire High)	$100 per event	Elementary Gym	$ 50 per hour
HS Gym	$100 per hour	Multi-Purpose Room / Cafeteria	$ 50 per hour
HS Wrestling	$100 per hour		
HS Locker Room	$100 per hour		
HS Field House	$100 per hour		
Commons Area / Cafeteria	$ 50 per hour		
Music Room	$ 25 per hour		
Middle School		**All Buildings**	
Auditorium (Carpentersville Middle)	$100 per hour	Classroom	$ 25 per hour
MS Competition Gym / Main Gym	$ 75 per hour	Parking lot (only)	$100 per event
MS Auxiliary Gym / Upper Gym	$ 50 per hour	Clean Up/Garbage Removal (Outside Only)	$100 per occurance
MS Football/Soccer Field	$ 50 per event		
MS Baseball/Softball Field	$ 50 per event		
Track	$ 75 per event	"Event" time is a maximum of 4 hours.	
Athletic Permits			
Outside Athletic Permit	Please see Facility Rental Program Guide for details and pricing		
Inside Athletic Permit	Please see Facility Rental Program Guide for details and pricing		

DISTRICT 300

Exhibit B

Community User Name: _____

School Dude Schedule ID Number: _____

1. Facility Base Rental Fee:

Area	_____	Rate	_____	X hours/events	_____	Fee $ _____
Area	_____	Rate	_____	X hours/events	_____	Fee $ _____
Area	_____	Rate	_____	X hours/events	_____	Fee $ _____
Area	_____	Rate	_____	X hours/events	_____	Fee $ _____
					Total Base	**$** _____

2. Additional Staff Required (Technology, Auditorium Lighting):

Hourly Rate	$ 40.00	X hours used	_____	Fee $	_____

4. Custodial Services - Hourly Rate

Monday - Friday	$ 30.00	X hours used	_____	Fee $	_____
Saturday	$ 45.00	X hours used	_____	Fee $	_____
Sunday/Holidays	$ 60.00	X hours used	_____	Fee $	_____
				Total Staff/Custodial	$ _____

5. Equipment

(Examples: chairs/tables/lectern/pianos/scoreboard)

A.	_____	Fee $	_____
B.	_____	Fee $	_____
C.	_____	Fee $	_____
D.	_____	Fee $	_____
		Total Equipment	$ _____

6. Additional Charges (Supervision, field/room preparation fee, clean up/garbage removal, snow removal)

_____ Fee $ _____

7. Reciprocity/in-kind payment

Describe and provide monetary value of the reciprocity being proposed

Fee $ _____

_____

_____

_____

_____

Total Rental Fee $ _____

8. Billing and Payment Terms

_____

_____

_____

_____

All unpaid rental fees are subject to collections and risk future approval of renting D300 facilities.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 29, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Jennifer Porter, Chief Financial Officer
Robyn Cornelissen, Comptroller

Presented at the following Board Meetings	
Construction/Facility	05/10/2022
Finance	05/10/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Student Fees 2022-23**

Background

Per Board Policy 4:140 and as authorized by 105 Illinois School Code 5/10-22.25, the administration will recommend the student fees charged for using textbooks, consumable materials, extracurricular activities, and other school fees tangential to the educational program.

Historically, the District completes a student fee survey of surrounding school districts and recommends that the District maintain a fee structure comparable to the average student fees for surrounding Kane County school districts. Before the pandemic onset, the Board approved the 2020-21 fee schedule, which provided no increase from the previous year. For the 2021-2022 school year, a one-time waiver for all PK-12 fees was approved to relieve families, many of whom struggled financially during the pandemic.

Based on the 2021-22 fee schedule, the following is the anticipated revenue of the District for the Fiscal Year 2022-2023 budget for the following Instructional Registration Fees:

Instructional Registration Fee (includes technology fee)	$2,185,308
Summer Instructional Registration Fee (reduced due to ESSER funds)	$ 40,000
Total Instructional Registration Fees	$2,225,308

Recommendation

The administration recommends extending the fee waiver for all PK-12 instructional fees for the 2022-23 school year and maintaining the 2021-22 fee rate schedule for all optional fees such as Driver's Ed, athletic fees, and parking fees; those types of fees will still be assigned. The District will utilize an unexpected distribution adjustment due to a coding error in the initial implementation of the Evidenced-Based Funding formula granted by the Illinois State Board of Education. The District will be receiving approximately $2.6 million from this error. The Proposed 2022-23 Student Fee Schedule is attached for your review.

COMMUNITY UNIT SCHOOL DISTRICT 300
STUDENT FEES 2022-2023

DRAFT

All Fees are Non-Refundable

Annual Registration Fees are due by the first day of school – August 16, 2022

PRE-KINDERGARTEN SCHOOL FEES		
PRE-KINDERGARTEN (Pre-K) ANNUAL REGISTRATION FEE		***WAIVED*** ~~$90.00~~
ELEMENTARY SCHOOL FEES (K – 5TH GRADE)		
KINDERGARTEN (Half Day) ANNUAL REGISTRATION/TECHNOLOGY FEE		***WAIVED*** ~~$140.00~~
KINDERGARTEN (Full-Day) – 5th GRADE ANNUAL REGISTRATION/TECHNOLOGY FEE		***WAIVED*** ~~$170.00~~
MIDDLE SCHOOL FEES (6TH – 8TH GRADE)		
6-8 GRADE ANNUAL REGISTRATION/TECHNOLOGY FEE		***WAIVED*** ~~$190.00~~
*P.E. UNIFORMS & LOCK ($12 shorts; $6 shirt; $7 lock)		$25.00
HIGH SCHOOL FEES (9TH – 12TH GRADE)		
9-12 GRADE ANNUAL REGISTRATION/TECHNOLOGY FEE		***WAIVED*** ~~$220.00~~
*P.E. UNIFORMS & LOCK ($12 shorts; $6 shirt; $7 lock)		$25.00
OPTIONAL FEES – Fee payment due at start of course/sport season ***Additional Waivers may be available. Fee Waiver form found here. (link to be inserted for 22/23 form)***		
*MIDDLE SCHOOL ATHLETIC PARTICIPATION FEE (Per Sport - NO CAP - No Payment Plan)		$75.00
*HIGH SCHOOL ATHLETIC PARTICIPATION FEE PER SPORT (Cap of 2 High School Sports per school year and or a family cap of 4 High School Sports per school year - No payment plan)		$150.00
*DRIVER'S EDUCATION (Behind the Wheel fee must be paid in full prior to student taking permit test)		$300.00
HIGH SCHOOL SUMMER PROGRAMMING REGISTRATION FEE- PER SESSION (Waiver applies to Summer 2022 & Summer 2023)(Does not include optional programs)		***WAIVED*** ~~$150.00~~
*FLEX CLASS REGISTRATION FEE (per Course; per Semester)		$150.00
*FLEX PE HEART RATE MONITOR MATERIAL FEE (one-time fee assessed)		$50.00
PARKING PERMIT (To purchase a parking permit, all other fees must be paid in full.)		$125.00
PARKING PERMIT-1/2 year (To purchase a parking permit, all other fees must be paid in full.)		$70.00
I.D. REPLACEMENT		$5.00
YEAR BOOK PRICES SHOULD BE VERIFIED AT YOUR STUDENT'S SCHOOL.		
FOOD SERVICE ****Subject to change prior to start of 2022/2023 school year**		
BREAKFAST (Reduced $0.30, Adult Breakfast $2.10**)		$1.60**
LUNCH (Reduced $0.40, Adult Lunch $3.60**)		$3.10**
MILK		$0.55**

Waiver of Fees (Board Policy 4:140) *Registration fees may be waived for students who qualify for free or reduced-price meals under Illinois School Code. Applications for Free & Reduced Meal Program are available at each building. Students who qualify for free meals will have the following fees waived: Registration Fee, Drivers Ed, Athletic Participation, P.E. Locks, P.E. Uniforms and a basic graduation cap and gown. Students who qualify for reduced price meals will have the following fees waived: Registration fee, Drivers Ed and Athletic Participation. Students are not exempt from charges for lost and damaged books, locks, materials, supplies and equipment, and replacement PE heart monitor and strap. Waiver of the PE Uniform and lock(s) is granted one time for 'free benefits' during the middle school (grades 6th-8th) and one time during high school (grades 9th -12th).*

Payment: *All annual registration fees are due by the first day of school and can be made via PushCoin at* **www.PushCoin.com**. *Statements are emailed on a monthly basis to the email on file in Parent Portal. All payments are applied to the oldest fees first and all payments are non-refundable. Unpaid fees are subject to collections. Full payment of fees must be made before official transcripts will be released. Payment plans for unpaid fees can be established by contacting Payments@d300.org*
Types of Payment Accepted via www.PushCoin.com :

- ***Electronic check (eCheck).*** *The eCheck funding option is free to parents and to District 300.*
- ***Debit or Credit Card (Visa, MasterCard, Discover)****. There is a 2.90% processing fee that is charged by the card processor and was approved as a pass-through fee by the Board of Education. The total fee is displayed prior to submitting your final payment.*

Additional Fees: *There may be additional fees that may be assessed that are not registration related and not represented on this schedule. Examples include but are not limited to replacement of materials that may be broken or not returned.*

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

May 24, 2022

ADMINISTRATORS

1. Recommend the following be employed by Community Unit School District 300 for the **2022 – 2023** school year and be compensated according to the Certified Administrator's and Supervisory Staff Compensation & Benefits Handbook:

Name	Position	Location	Annual Salary	Effective
Driscoll, Jamie	Assistant Principal	Lakewood Elementary School	$79,872	July 1, 2022
Morris, Nicole	Assistant Principal	Carpentersville Middle School	$86,139	July 1, 2022
Nolan, Jennifer	Principal	Hampshire Elementary School	$101,181	July 1, 2022
Stachowiak, Kathryn	Assistant Principal	deLacey Family Education Center	$79,872	July 1, 2022

RESIGNATION - ADMINISTRATORS

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Cumpata, Karen	Principal	Dundee Highlands Elementary School	June 30, 2022
Peterson, Brian	Assistant Principal	Dundee-Crown High School	June 20, 2022

RETIREMENT - ADMINISTRATORS

None

CERTIFIED PERSONNEL

1. Recommend the following be employed by Community Unit School District 300 for the **2022-2023** school year and be compensated according to the LEAD negotiated agreement:

Name	Position	Location	FTE	Salary	Type
Cronin, Margaret	2nd Grade	Big Timber Elementary School	1.0	BA Step A	Additional
Valle, Camillo	Industrial Technology	Hampshire High School	1.0	MA Step P	Additional

Leave of absence requests are attached separately for Board of Education approval.

OTHER EMPLOYMENT - CERTIFIED PERSONNEL

None

RESIGNATION – CERTIFIED PERSONNEL

2. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Ehrhard, Alicia	5th Grade	Parkview Elementary School	End of the 2021-2022 school year
Enrech Verde, Ana	Dual Language	Carpentersville Middle School	End of the 2021-2022 school year
Lemanski, Megan	Speech Pathologist	deLacey Family Education Center	June 28, 2022
McNamara, Juliana	English	Dundee-Crown High School	End of the 2021-2022 school year
Mondragon, Diana	Guidance	Dundee-Crown High School	End of the 2021-2022 school year
Putman, Devin	Guidance	Hampshire Middle School	End of the 2021-2022 school year

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
Alioto, Ashley	Secretary (10 Month)	Dundee Middle School	$17.93	Replacement
Barrera, Michael	Night Custodian	Algonquin Middle School	$16.91	Replacement
Sullivan, Casey	Custodian	Hampshire High School	$16.91	Replacement

RESIGNATION – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Boyanivskyy, Oleg	Technology Coordinator I	Central Office	May 26, 2022
Caudill, Megan	Administrative Assistant School Safety and Transportation	Central Office	May 20, 2022
Duque, Ronald	Technology Help Desk Coordinator	Central Office	May 26, 2022
Egger, Thomas	Paraeducator	Jacobs High School	May 23, 2022
Estrada, Karla	Academic Classroom Tutor	Sleepy Hollow Elementary School	May 20, 2022
Maki, Amanda	Paraeducator	Lincoln Prairie Elementary School	May 23, 2022

Leave of absence requests are attached separately for Board of Education approval.

Name	Position	Location	Effective
Murray, Meghan	Paraeducator	Lincoln Prairie Elementary School	May 23, 2022

2. Recommend approval to rescind the following letter of resignation:

Name	Position	Location	Effective
Garcia, Maricela	Night Custodian	Gilberts Elementary School	May 19, 2022

DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend termination of the following probational employee's employment under DESPA Agreement 18.1:

Name	Position	Location	Effective
Burklow, Ronald	District Custodian	Buildings & Grounds	May 13, 2022

RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL

None

COACHING/VOLUNTEER – EDUCATIONAL SUPPORT PERSONNEL

None

DISTRICT POSITION TRANSFERS

None

Leave of absence requests are attached separately for Board of Education approval.

Freedom of Information
Board Report
May 10, 2022

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
97-2022	4/8/2022	Sharon Fetting **Community Member**	Please provide me with Sharon Fetting's 8 individual insurance claim numbers filed against the school's liability insurance. Including any paperwork filed between the school, insurance company and Lisa Calloway practice concerning Sharon Fetting's claim. Dating back to January 25, 2022.	Completed 4/21/2022	3
98-2022	4/20/2022	Sharon Fetting **Community Member**	Requesting is the school issuing any SEL social credit score in any of the children's file, attached to their school ID and SS number? If the school is not doing it this school year, is D300 implementing a social credit score for the school year 2022-2023 for any of the grades?	Completed 4/21/2022	1
99-2022	4/20/2022	Sharon Fetting **Community Member**	Requesting has D300 provided or recommended any “Antiracism, Implicit or Unconscious Bias Training” as professional development for your teachers? If so, what companies have you hired for the training and how much did you pay them? Please provide all training materials which were provided to the teachers.	Completed 4/25/2022	2
100-2022	4/21/2022	Clarissa Bartlett **Community Member**	Requesting emails from D300 between all staff members including Adrian Harries regarding "Day of Silence". Who is funding materials for "Day of Silence LGBTQ+"? What is the D300 policy on "sexual harassment"? What is the D300 policy on "grooming minors"?	Completed 5/4/2022	4
101-2022	4/25/2022	Jennifer Chrostowski **Community Member**	Requesting, please provide me with Jennifer Chrostowski’s individual insurance claim number filed against the school's liability insurance. Including any paperwork filed between the school, insurance company and Lisa Calloway practice concerning Jennifer Chrostowski’s claim. Please also include any and all communication between Lisa Callaway and the community unit school district 300 regarding Jennifer Chrostowski’s insurance claim.	Completed 5/2/2022	1.5
102-2022	4/26/2022	Sharon Fetting **Community Member**	Requesting, please provide the instructions step by step of how to file against the school liability insurance.	Completed 4/27/2022	1
103-2022	4/26/2022	Sharon Fetting **Community Member**	Requesting, please provide with the SEL score of Jacobs and D300.	Completed 4/27/2022	1
104-2022	4/28/2022	Cal Skinner **McHenry County Blog**	Requesting documents that will show any tickets issues to students in 2022. Any tickets given by police to students.	Completed 4/29/2022	1

Freedom of Information
Board Report
May 24, 2022

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
105-2022	5/6/2022	Clarissa M Bartlett **Community Member**	Requesting a list of all library books in D300, including elementary, middle and high school libraries, as well as online, that fall under the subject/category of lesbian, gay, bisexual, trans, queer and GLSEN.	Completed 5/18/2022	2
106-2022	5/6/2022	Clarissa M Bartlett **Community Member**	Requesting (1) all training materials including course title and descriptions for D300 staff members for mandatory in-service and institute days that include sexual harassment training. (2) all drug testing requirements for D300 staff members. (3) the step by step procedure that would occur in the event of a violation to D300 staff policy.	Completed 5/11/2022	2
107-2022		Kristina Konstanty **Community Member**	Requesting (1) any communication with the name Konstanty in it during 5/9/22-5/16/22. (2) All communications of Nancy Regul, Jennifer Troy, Basilio Salazar, Kathryn Streck 5/11/22-5/16/22. (3)*What disciplinary/consequences are set forth for 3rd graders creating and disseminating google slides on Chromebooks owned by the district that clearly state intent to kill another student by name and contain homophobic slurs? (4) *What consequences/disciplinary actions are set forth for 1st graders touching another 1st grader or Kindergartener inappropriately (private areas) on the bus or on school property? (5) *What consequences/disciplinary actions are set for if a child tells another classmate to stop touching them and they touch him again, resulting in the first child punching the second child in the face? *Before the lawyers tell me that this information is not appropriate for a FOIA request, ask the school or refer to the handbook…..I already did and they have no answers for me.	Pending	
108-2022	5/16/2022	Kristina Konstanty **Community Member**	Requesting "On Thursday, May 12, 2022, Mss. Streck and I took Aidan's statement in my office. This occurred from 10:53am - 11:07am. After his initial statement, I followed up with the other student involved to clarify a few pieces of Aidan's statement. Following that, I needed to clarify some more pieces of information with Aidan. That conversation occurred in my office and included Ms. Streck and Mrs. Piotrowski and occurred from 1:23pm - 1:31pm." Nancy Regul's statement to me in an email. (1) I want all video and audio footage regarding the above statement. This happened at Gilberts Elementary School. Aidan is my son. Administrators had no permission to speak to my son regarding sexual behavior. Aidan is opted out of ALL sexual discussions. (2) I want all video/audio footage on the bus between pick up at Gilberts Elementary and drop off at Andra and Pierce (approximately 2:10-2:35pm) on 5/11/2022. Nancy Regul stated that she had the footage. I understand minors are on the footage, please redact any identifying facial features to preserve their privacy. The bus info is: Bus: 103 - 40376, Route: 250 P035 PM. (3) I want all video/audio footage on 9/16/2021 (pick up time at Gilberts Elementary to drop off at Andra and Pierce approximately 2:10 -2:35 pm) from the same bus. There will be minors, so please redact all faces to protect privacy.	Pending	
109-2022	5/16/2022	Kristina Konstanty **Community Member**	Requesting all disciplinary reports of my son, Aidan Konstanty a student at Gilberts Elementary, for a school years 2020-2021 and 2021-2022.	Completed 5/17/2022	1

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**May 18th, 2022**	**Presented at the following Board Meetings**	
TO:	Susan Harkin, Superintendent Board of Education	**Construction/Facility**	05/10/2022
		Finance	05/10/2022
		Policy/Legislative	
FROM:	Dan Opels Executive Director of Facilities	**School Utilization**	
		BOE 1st Reading	05/10/2022
		BOE 2nd Reading	05/24/2022

SUBJECT: Hampshire High School Welding Lab HVAC Renovations Bid

Background

The welding certification program at Hampshire High School has been highly successful. The original design and setup for the welding lab no longer can accommodate the students in that area, and HVAC upgrades and modifications are needed at the facility.

The scope of work is as follows -

1. Remove the three (3) west Niederman extraction arms from the existing dust collection system and cap ductwork. Reuse the three (3) extraction arms for items 2 or 3 below.

2. Add four (4) new exhaust drops with extraction arms to the new arc welding stations from NHH-EF-50. Extend main ductwork as required

3. Add one (1) new drop with extraction arm to grinding station on the west end from NHHEF-50. Extend main ductwork as required

4. Remove the plasma cutting table from exhaust fan NHH-EF-50, including its associated extraction arm. Provide a new roof-mounted, dedicated exhaust fan and associated ductwork designed for horizontal capture of the plasma table discharge (fan capacity and selection to be determined). The new exhaust fan will be locally controlled for on / off with a possible timer to reduce runtime longer than required.

5. Remove the capture hood from the existing dust collection system and cap the main. Provide a new, dedicated exhaust fan on the roof to serve the hood (fan capacity and selection to be determined). The new exhaust fan will be locally controlled for on / off with a possible timer to reduce runtime longer than required.

6. Provide new extraction arms (hood and hose) for all welding locations where the existing hoods were removed. The new hoods and hose will match the current and be provided with a damper to allow for complete shut-off when not in use (quantity to be determined in the field).

The following are further action items that Elara will perform and advise the School District as to the outcome of each:

7. Confirm with a dust collector manufacturer what the interval of filter replacement should be based on usage or by static pressure.

8. Confirm through JCI that RTU-3 remains 100% outside air during occupied hours.

The scope of work was developed in April of 2022 and put out for bid in May, with five (5) contractors submitting bids.

Administrative Recommendation

The administration recommends awarding the HHS Welding Lab HVAC Modification contract to Hartwig Plumbing and Heating from Harvard, IL, $99,950.

The contract will be paid for out of the Capital Projects Fund (60).

Community Unit School District 300

Hampshire High School Welding Lab Exhaust Modifications

Tuesday, May 17th, 2022 @ 2:00pm

23A-1 HVAC

LAMP INCORPORATED
A Construction Tradition

Trade Contractor	Base Bid	Addendum 1	Bond or Cert. Check	Labor Rate Sheet	Public Certificates	Notes
1 Source Mechanical	$ 132,000.00	x	x	x	x	
Amber Mechanical	$ 284,900.00	x	x	x	x	
Complete Mechanical Services	$ 108,419.00	x	x	x	x	
Hartwig Plumbing & Heating	$ 99,950.00	x	x	x	x	
Jensen's Plumbing & Heating	$ 100,600.00	x	x	x	x	
	$ 99,950.00					

LAMP INCORPORATED

460 N. Grove Ave.
Elgin, IL 60120
www.lampinc.net

O: 847.741.7220
F: 847.741.9677

May 18, 2022

Mr. Dan Opels
Executive Director of Facilities
Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102

RE: Letter of Bid Compliance
Hampshire High School Welding Lab Exhaust Modification - Bid Release 1

Dear Mr. Opels:

On Tuesday, May 17th, 2022, bids were received for the Community Unit School District 300 Hampshire High School Welding Lab Exhaust Modification - Bid Release 1. Lamp Incorporated completed a work scope review for the following Trade Package and have found the apparent low bidder to be in compliance with the Contract Documents.

23A-1 HVAC
Hartwig Mechanical, Inc

Base Bid:	$	99,950.00
Proposed Contract Amount:	**$**	**99,950.00**

Should you have any questions, or require any additional information, please do not hesitate to contact me at your convenience.

Respectfully,
Lamp Incorporated

Chad Alexander
Vice President of Operations

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**April 29, 2022**
TO:	Susan Harkin, Superintendent Board of Education
FROM:	Dan Opels Executive Director of Facilities

Presented at the following Board Meetings	
Construction/Facility	05/10/2022
Finance	05/10/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: Weed Control, Lawn Fertilization, and Bee Control Bid Extension

---

Background

On July 14th, 2020, the District 300 Board of Education awarded Trinity Landscape Inc. a one-year contract for District-Wide Weed Control, Lawn Fertilization, and Bee Control. This award included two one-year extension options running from July to July.

Administrative Recommendation

The administration recommends a contract extension for district-wide weed control, lawn fertilization, and bee control to Trinity Landscape for an estimated value of $77,885.90 for the 2022 – 2023 school year. This is an 8% (CPI) increase from the previous year's contract.

This will be paid for out of the operations and maintenance fund (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 29, 2022

Mr. Anthony Cina
Trinity Landscape Inc.
1050 Tamarac Drive
Carpentersville, IL 60110

Via email: tony@trinitylandscap.com

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 wishes to exercise the second extension to the contract, running from July 15, 2022 to July 14, 2023. with an estimated value of $77,885.90 for Weed Control and Lawn Fertilization along with an hourly rate of $85.00 for Bee Control. This pricing reflects an 8% increase over the original bid quote for weed control and lawn fertilization and includes pricing for services at Big Timber Elementary School. The quote for Bee Control remains unchanged. The terms of the contract require an annual performance bond.

If your firm agrees to the stated pricing, the administration will recommend your contract extension to the Board of Education for review by the facilities committee on May 10, 2022 and award by the board on Tuesday, May 24, 2022.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2022-03-29**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Anthony Cina
2A3F9FCC336A340CB39957F6E802885D contractworks **2022-03-30**
Service Provider

Anthony Cina **president**

Scope of Work for July 15, 2022 - July 14, 2023	Original Base Bid Pricing - 7/15/20	Base Bid Pricing for 7/15/2022 - 7/14/2023 8% over original bid	Price for Big Timber Elementary School - 7.92 Acres	Grand totals for 7/15/2022 - 7/14/2023
MID SUMMER- Weed Control and Fertilization LIQUID	$ 18,741.56	$ 20,240.88		$ 20,240.88
ALTERNATE: MID SUMMER- Weed Control and Fertilization LIQUID To Include: Herbicide for post -emergent grasses and insecticide for grub control.	$ 21,114.36	$ 22,803.51		$ 22,803.51
FALL - Dry Fertilization (Granular) To Include: Post Emergence Herbicide.	$ 17,555.76	$ 18,960.22	$ 632.00	$ 19,592.22
EARLY SPRING- Pre-Emergent (Granular) w/slow release fertilizer. AND weed control.	$ 19,938.16	$ 21,533.21	$ 719.00	$ 22,252.21
Weed Control ONLY for all district wide sites - UPON REQUEST	$ 11,862.00	$ 12,810.96	$ 427.00	$ 13,237.96
Performance Bond bond fee not included in base bid ($2300.00)	$ -	$ -		$ -
BASE BID *(Grand Total)*	$ 68,097.48	$ 73,545.28	$ 1,778.00	$ 75,323.28
BASE BID W/ALTERNATE *(Grand Total)*	$ 70,470.28	$ 76,107.90	$ 1,778.00	$ 77,885.90

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 23, 2021

Mr. Anthony Cina
Trinity Landscape Inc
1050 Tamarac Drive
Carpentersville, Il 60110

Via email: tony@trinitylandscape.com

Contract Extension – District Wide Weed Control, Lawn Fertilization Services, and Bee Control

Dear Mr. Cina,

Congratulations! At the June 22, 2021 Board of Education meeting, District 300 awarded the contract extension for 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. The extension will run from July 15, 2021 to July 14, 2022.

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

Please sign this letter in Contract Works by June 29, 2021

A service agreement will be issued in accordance with the terms of this contract. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than July 7, 2021.

This Agreement is entered into as of June 23, 2021.

Diane White **07/03/2021**
8375D43E716D90C09E2DBCBD5C76EBD7 contractworks
OWNER *(Signature)*

Diane C. White, Director of Purchasing

Anthony Cina **07/02/2021**
2A3F9FCC336A340CB39957F6E802885D contractworks
CONTRACTOR *(Signature)*

anthony cina president
(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

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

---

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. 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 (847)551-8300	2550 Harnish Dr Algonquin, IL 60102
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102
Gary D. Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140
Bldgs. & Grounds & Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102
Transportation Department (847)532-6050	2603 Bunker Hill Drive 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 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 House line on E Edwards on S Fifth St. on W
Dundee Middle School	4200 W. Main St., West Dundee	9.7 acres	Rt. 72 on S Tree line on W Tree line / wetlands on N Corn field on E Retention pond by Track Pushed up tree line SW side NW retention by the industrial area
Liberty	6500 Miller Rd., Carpentersville	9.3 acres	Park on E House line / field on N House line on W Miller Rd. on S
Sleepy Hollow	898 Glen Oak Dr., Sleepy Hollow	5.1 acres	Glen Oak Dr. / Walnut Dr. on N House / tree line on E House line on S House line on W
Westfield Community School	2100 Sleepy Hollow Rd., Algonquin	21.75 acres	Sleepy Hollow Rd. on E House line on S – expanded up to the resident property for retention Tree line on W – expansion pushed back tree line Bike path / house line on N Expanded 50% more turf on N side by resident

Northeast

Algonquin Lakes	1401 Compton Dr., Algonquin		1 acre	House line on W Park on S Park / field on E Compton Dr. on N
Algonquin Middle School Eastview	520 Longwood Dr., Algonquin 540 Longwood Dr., Algonquin	**and**	15.2 acres	Longwood Dr. on E. House line on N House line on W House line on S Pond- added expanded tree line to west and north
Meadowdale	14 Ash St., Carpentersville		4.6 acres	Rt. 25 on W House line on N House line on E Baseball field fence on S Added Baseball Field (Tri-City no longer maintains) S/E of drive – 2 more baseball fields.
Dundee Crown H.S. Campus and Perry Elementary	1 Charger Country Dr., Carpentersville 251 Amarillo Dr., Carpentersville	**and**	24.6 acres	House, tree line / Amarillo Dr. on N. Athletic fields, varsity baseball, varsity softball, Football Stadium Ensenada Dr. / house line on E. Kings Rd. / house line on S. Apartment complex / tree line on W.

Northwest

Jacobs H.S. Campus including **Administration Bldg.** **Buildings & Grounds / PDC /** **Transportation Garage**	2601 Bunker Hill Dr., Algonquin 2550 Harnish Dr,. Algonquin 2605 Bunker Hill Dr., Algonquin 2603 Bunker Hill Dr., Algonquin	**and** **and**	39.04 acres	Wrought iron fence along Golden Eagle Dr. on E. football field, varsity baseball, varsity softball Harnish Rd. on S. House line on W. Field / wetlands on N.
Lake in the Hills Elementary	519 Willow St., Lake in the Hills		2.1 acres	Willow St on S House line on W Tree line on N Tree line on E
Lincoln Prairie	500 W. Harvest Gate, Lake in the Hills		4.5 acres	House line on N Village hall property on E Harvest Gate Rd. on S & W
Neubert	1100 Huntington Dr., Algonquin		2.1 acres	House line on N Park on W Tree line on S, including parkway to bridge Harnish / Huntington Drs. on E

Hampshire

Hampshire HS Campus **and Gary Wright**	1600 Big Timber Rd., Hampshire 1500 N. Ketchum Rd., Hampshire	**and**	39.6 acres	Ketchum rd on E Big timber rd on N Tree line on S Access RD on W
Hampshire Middle	560 S. State St., Hampshire		16.1 acres	State St. on E House line on S House line on W House line on N Football Field – no longer maintained by Football organization
Hampshire Elementary	321 Terwilliger Ave., Hampshire		4.97 acres	Terwilliger Ave. on N Klick St. on E Tree line / creek on S & W
Gilberts	729 Paperbark Lane, Gilberts		10.9 acres	Galligan rd on W Field on E Tree line on N 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 Epic One Insurance Group LLC P.O. Box 5263 ELGIN, IL 60121 License #: 8677362	CONTACT NAME: Liz Lopez PHONE (A/C, No, Ext): (847)305-4837 FAX (A/C, No): (847)613-4091 E-MAIL ADDRESS: lizlopez@epiconeins.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Pekin Insurance		
INSURED TRINITY LANDSCAPE INC PO BOX 24 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 [ ] CLAIMS-MADE [ ] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y		CL0217159-0	11/01/2019	11/01/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $
B	AUTOMOBILE LIABILITY [ ] ANY AUTO [X] OWNED AUTOS ONLY [ ] HIRED AUTOS ONLY [X] SCHEDULED AUTOS [ ] NON-OWNED AUTOS ONLY			00P715249	11/01/2019	11/01/2020	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			00CU32277	11/01/2019	11/01/2020	EACH OCCURRENCE AGGREGATE	$ $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		005580075	11/01/2019	11/01/2020	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 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)

© 1988-2015 ACORD CORPORATION. All rights reserved.

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 (847)551-8300	2550 Harnish Dr Algonquin, IL 60102
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102
Gary D. Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140
Bldgs. & Grounds & Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102
Transportation Department (847)532-6050	2603 Bunker Hill Drive 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 House line on E Edwards on S Fifth St. on W
Dundee Middle School	4200 W. Main St., West Dundee	9.7 acres	Rt. 72 on S Tree line on W Tree line / wetlands on N Corn field on E Retention pond by Track Pushed up tree line SW side NW retention by the industrial area
Liberty	6500 Miller Rd., Carpentersville	9.3 acres	Park on E House line / field on N House line on W Miller Rd. on S
Sleepy Hollow	898 Glen Oak Dr., Sleepy Hollow	5.1 acres	Glen Oak Dr. / Walnut Dr. on N House / tree line on E House line on S House line on W
Westfield Community School	2100 Sleepy Hollow Rd., Algonquin	21.75 acres	Sleepy Hollow Rd. on E House line on S – expanded up to the resident property for retention Tree line on W – expansion pushed back tree line Bike path / house line on N Expanded 50% more turf on N side by resident

Northeast

Algonquin Lakes	1401 Compton Dr., Algonquin		1 acre	House line on W Park on S Park / field on E Compton Dr. on N
Algonquin Middle School Eastview	520 Longwood Dr., Algonquin 540 Longwood Dr., Algonquin	**and**	15.2 acres	Longwood Dr. on E. House line on N House line on W House line on S Pond- added expanded tree line to west and north
Meadowdale	14 Ash St., Carpentersville		4.6 acres	Rt. 25 on W House line on N House line on E Baseball field fence on S Added Baseball Field (Tri-City no longer maintains) S/E of drive – 2 more baseball fields.
Dundee Crown H.S. Campus and Perry Elementary	1 Charger Country Dr., Carpentersville 251 Amarillo Dr., Carpentersville	**and**	24.6 acres	House, tree line / Amarillo Dr. on N. Athletic fields, varsity baseball, varsity softball, Football Stadium Ensenada Dr. / house line on E. Kings Rd. / house line on S. Apartment complex / tree line on W.

Northwest

Jacobs H.S. Campus including **Administration Bldg.** **Buildings & Grounds / PDC /** **Transportation Garage**	2601 Bunker Hill Dr., Algonquin 2550 Harnish Dr,. Algonquin 2605 Bunker Hill Dr., Algonquin 2603 Bunker Hill Dr., Algonquin	**and** **and**	39.04 acres	Wrought iron fence along Golden Eagle Dr. on E. football field, varsity baseball, varsity softball Harnish Rd. on S. House line on W. Field / wetlands on N.
Lake in the Hills Elementary	519 Willow St., Lake in the Hills		2.1 acres	Willow St on S House line on W Tree line on N Tree line on E
Lincoln Prairie	500 W. Harvest Gate, Lake in the Hills		4.5 acres	House line on N Village hall property on E Harvest Gate Rd. on S & W
Neubert	1100 Huntington Dr., Algonquin		2.1 acres	House line on N Park on W Tree line on S, including parkway to bridge Harnish / Huntington Drs. on E

Hampshire

Hampshire HS Campus **and Gary Wright**	1600 Big Timber Rd., Hampshire 1500 N. Ketchum Rd., Hampshire	**and**	39.6 acres	Ketchum rd on E Big timber rd on N Tree line on S Access RD on W
Hampshire Middle	560 S. State St., Hampshire		16.1 acres	State St. on E House line on S House line on W House line on N Football Field – no longer maintained by Football organization
Hampshire Elementary	321 Terwilliger Ave., Hampshire		4.97 acres	Terwilliger Ave. on N Klick St. on E Tree line / creek on S & W
Gilberts	729 Paperbark Lane, Gilberts		10.9 acres	Galligan rd on W Field on E Tree line on N 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. 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 • Sole proprietorship, or • 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, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • 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 10, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Deborah Mason
Director of Transportation

Presented at the following Board Meetings	
Construction/Facility	
Finance	05/10/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Approval of Alternate Transportation Companies Contracts**

Background

The District has partnered with Alternate Transportation companies since 2007 to assist us with our transportation needs. With the current employee shortage that we are navigating, having additional transportation partners committed to safe student transportation is a necessity. We have a large number of McKinney/Vento students and students attending multiple out-of-district schools to meet their needs. Without the partnership of these companies, it would be impossible for us to meet all of the unique needs of our student population.

Each driver, with all companies, holds a valid School Bus Permit and is subject to fingerprinting and background check and the yearly refresher course as required by the state of IL. These are the exact requirements of a School Bus Driver, except an Alternate Transportation Driver is not required to have a CDL endorsement.

The quotes from each company, ALC, American Taxi, Axess Transportation, and School Bells, are included in the packet for their services.

Administrative Recommendation

The administration recommends approval of the contract.

COMMUNITY UNIT SCHOOL DISTRICT 300
Student Taxi Transportation Services
Thursday, April 21, 2022 4:30 PM

Vendor	American Taxi Dispatch Inc. Mount Prospect, IL	Axess Transportation Algonquin, IL	Schoolbells Transportation LTD Huntley, IL	ALC Schaumburg, IL
Base Route Charge	Rate	Rate	Rate	Rate
Base Rate	$2.40/mile	$2.80 /mile	$2.75/mile	$90.00
Unleaded Fuel Price Range	Rate added to Base Rate	Rate added to Base Rate	Rate added to Base Rate	Rate added to Base Rate
$2.50 to $3.50 per gallon	$0.10/mile	$0.00/mile	$0.00/mile	$0.00/mile
$3.51 to $4.50 per gallon	$0.20/mile	$0.05/mile	$0.25/mile	$0.00/mile
$4.51 to $5.50 per gallon	$0.25/mile	$0.10/mile	$0.50/mile	$0.00/mile
$5.51 to $6.50 per gallon	$0.25/mile	$0.15/mile	$1.00/mile	$0.00/mile
$6.51 to $7.50 per gallon	$0.30/mile	$0.20/mile	$2.00 /mile	$0.00/mile
$7.51 to $8.50 per gallon	$0.35/mile	$0.70/mile	$3.00/mile	$0.00/mile
$8.51 to $9.50 per gallon	$0.40/mile	$1.20 /mile	$3.00/mile	$0.00/mile
$9.51 to $10.50 per gallon	$0.45/mile	$1.70 /mile	$5.00/mile	$0.00/mile
Miscellaneous Charges	Rate	Rate	Rate	Rate
After Hours Charge – After 5:00 PM	$ 0.10 /mile	$2.80 /mile	$3.00/mile	
Stop Charges	See Comments Below	$4.00/stop	$10.00/stop	$60.00/hr billed in 15 min increments
Minimum Trip Charge	$13.75/trip	$18.00/trip	$20.00/trip	$90.00
Mile Minimum Charge	$2.40/trip	See Comments Below*	No bid	See Comments Below*
No Load Charge	$10.00/trip	See Comments Below**	Full Rate	Full Price of Trip
	30 minutes add $12.50 31-45	*The minimum charge trip shall cover up till **Up until $ 40.00 the no load price shall commensurate with the price of the ride. In the event ride is more than $40.00 the no load price shall be $40 + 50% of the additional dollar amount over $40.00		*The minimum charge trip shall cover up till 12 Wheelchair fee of $25.00 per student Car Seat/Safety Vest fee of $5.00 per student Monitor fee of $25.00/hr with a 2 hr min

Recommendation:

Award Student Taxi Transportation Services to all three vendors:
ALC, Schaumburg, IL
American Taxi Dispatch Inc., Mount Prospect, IL
Axess Transportation, Algonquin, IL
Schoolbells Transportation Ltd., Huntley, IL

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

March 22, 2022

Ms. Sue Marnell
American Taxi Dispatch Inc.
834 East Rand Road
Mount Prospect, IL 60056

Via email: smarnell@gmail.com

RFP – Student Taxi Transportation Services

Dear Ms. Marnell,

Per our recent conversation, District 300 would like to extend the current relationship with American Taxi Dispatch. Please find attached RFP documents for the coming school year with a contract term of 7/1/2022 to 6/30/2023. Please sign and return all documents as outlined on page 30. Certificates on pages 14 – 19 require a notary. Your insurance documents (pages 7–8) will be required 10 days after Board of Education contract approval.

If your firm does agree to this contract pricing structure, District 300 will recommend this contract to the Board of Education for review on Tuesday, April 12, 2022 and award on Tuesday, April 26, 2022.

Please return the completed packet by Monday, March 28, 2022.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2022-03-22**
Diane White, Director of Purchasing

Sue Marnell
23E748568F63A0BC6EAB53E87E17B004 contractworks **2022-03-25**
American Taxi Dispatch Inc. Authorized Signature

Date

Community Unit School District No. 300
Purchasing Department- Student Taxi
Transportation Services
2605 Bunker Hill Drive
Algonquin, IL 60102

Due Date: March 28th 2022

Re: Student Taxi Transportation Services

Attention: Diane White, Director of Purchasing
2605 Bunker Hill Drive
Algonquin, IL 60102

Vendor: American Taxi Dispatch, Inc.
Contact: Sue Marnell
Phone: 847-259-1555 X2222

Response Form A Student Taxi Transportation Services

Include in Section 3 of your proposal

Base Route Charge	Rate
Base Rate	$ 2.40 /mile
Unleaded Fuel Price Range	**Rate added to Base Rate**
$2.50 to $3.50 per gallon	$ 2.50 /mile .10
$3.51 to $4.50 per gallon	$ 2.60 /mile .20
$4.51 to $5.50 per gallon	$ 2.65 /mile .25
$5.51 to $6.50 per gallon	$ 2.65 /mile .25
$6.51 to $7.50 per gallon	$ 2.70 /mile .30
$7.51 to $8.50 per gallon	$ 2.75 /mile .35
$8.51 to $9.50 per gallon	$ 2.80 /mile .40
$9.51 to $10.50 per gallon	$ 2.85 /mile .45
Miscellaneous Charges	**Rate**
After Hours Charge – After 5:00 PM	$ 2.50 /mile .10
Stop Charges (NO STOP Charges - See Below addtl comments)	$ — /stop
Minimum Trip Charge	$ 13.75 /trip
Mile Minimum Charge	$ 2.40 /trip
No Load Charge	$ 10.00 /trip

Gas prices charged to District 300 will conform to the gas price daily average for Kane and McHenry Counties in Illinois as published by AAA here: https://gasprices.aaa.com/?state=IL

COMMENTS AND ADDITIONAL INFORMATION Wait time at stops addtl
If Wait time exceeds - 15mins - 15 min - 30 mins $17.50
30 mins - 45 mins $24.50, Wait time exceeds 45 mins
46 - 60 mins = 34.50

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.

American Taxi Dispatch
Name of Company/Corporation

Proposal is firm for 90 days

834 e Rand rd
Street Address

Mt. Prospect, IL 60056
City, State, Zip Code

847-259-1555
Telephone Number

847-259-8885
Fax Number

Bid Submitted by: Sue Maxell
Authorized Signature

SUE MAXELL
Please Type or Print Name

SB0169836
Illinois License Number

Email address - Smaxell@gmail.com

Electronic proposals will be received until 3:00 PM, Monday, March 28, 2022 to bids.purchasing@d300.org

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 Taxi Dispatch, as part of its bid for the 2022-2023 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 Taxi Dispatch

By: Sue Mack
(Signature)

Sue Mack V - Co President/Director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

Jennifer A. Cepeda
NOTARY PUBLIC

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

American Taxi Dispatch 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 Taxi Dispatch, Inc

By: Sue Maxwell
(Signature)

Sue Maxwell - Co President Director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

Jennifer A. Cepeda
NOTARY PUBLIC

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

American Taxi Dispatch, 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 Taxi Dispatch

By: _____
(Signature)

Sue Mackell - Co President/Director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

Jennifer A. Cepeda
NOTARY PUBLIC

CERTIFICATE REGARDING EQUAL EMPLOYMENT OPPORTUNITY

American Taxi Dispatch 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 Taxi Dispatch, Inc

By: _____
(Signature)

Sue Maxwell - CO President/Director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

Jennifer A. Cepeda
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.

American Taxi Dispatch, as part of its bid for the 2022-2023 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 Taxi Dispatch

By: Sue Maxwell
(Signature)

Sue Maxwell - co president/ director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

Jennifer A. Cepeda
NOTARY PUBLIC

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

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

American Taxi Dispatch, 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 Taxi Dispatch

By: Sue Mall
(Signature)

Sue Mallett - Co President/Director
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 25th day of March, 2022

Jennifer A Cepeda
NOTARY PUBLIC

JENNIFER A CEPEDA
Official Seal
Notary Public - State of Illinois
My Commission Expires Aug 7, 2023

REFERENCES

LIST BELOW (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED FOR SCHOOLS, SCHOOL DISTRICTS OR EDUCATIONAL COOPERATIVES IN THE LAST (5) YEARS.

Please be sure that contact information for references is current.

---

1. ORGANIZATION:

District 211

ADDRESS:

1750 S Roselle Rd - Palatine, IL 60067

CITY, STATE, and ZIP CODE:

Elizabeth Hepko

CONTACT PERSON:

847-755-6627 ehepko@d211.org

TELEPHONE NUMBER: **EMAIL:**

August - June/July

DATES OF SERVICE: **DOLLAR AMOUNT:**

---

2. ORGANIZATION:

District 15 (Community Consolidated School District 15)

ADDRESS:

580 N. 1st Bank Drive, Palatine IL 60067

CITY, STATE, and ZIP CODE:

Kay Brooks / Tom Bramley

CONTACT PERSON: - Bramleyt@ccsd15.net

847-963-3000 - BrooksK@ccsd15.net

TELEPHONE NUMBER: **EMAIL:**

August - June/July

DATES OF SERVICE: **DOLLAR AMOUNT:**

REFERENCES (CONT.)

3. ORGANIZATION:

U-46

ADDRESS:

355 East Chicago Street, Elgin 60120

CITY, STATE, and ZIP CODE:

Beth Lapa

CONTACT PERSON:

847-888-5095 Elizabeth.lapa@u-46.org

TELEPHONE NUMBER: **EMAIL:**

August - June/July

DATES OF SERVICE: **DOLLAR AMOUNT:**

OFFEROR'S NAME

Sue Mansell 3/25/22

SIGNATURE: **DATE:**

Sue Mansell

AMERICAN TAXI®
dispatching to independently owned and operated taxicabs DISPATCH, INC.
834 E. Rand Road, Mount Prospect, IL 60056

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

American Taxi Dispatch, Inc. School Transportation

American Taxi Dispatch has been providing school transportation services for over 25 years. We service school districts for students from elementary school through high school. American Taxi Dispatch currently has over 50 SBP drivers dedicated to school transportation.

- ***Experienced School Transportation Staff, Connecting Students and Drivers-***

We have an established school transportation department, with methods and protocols to efficiently manage the needs of our school districts.

Our school department hours are 6am-8pm, Monday-Friday. We do have American Taxi dispatchers available 24/7, for any additional requests after hours.

- ***Certified and Experienced School Drivers-***

We have over 50 School Bus Certified Drivers, every year. The drivers have completed a background check, physical and drug test. All background checks are also monitored and any change in status is reported promptly to American Taxi at that time. As the demand for alternative school transportation continues to grow, our certified driver number increases each year. Many of our veteran drivers have been dedicated to school transportation for over 25 years.

American Taxi has in-house training for school drivers, school bus permit certification courses with state approved training officials, and refresher courses with state approved training officials for any driver who needs to renew school bus permit certification.

We arrange training courses with different school districts and annual meetings at American Taxi's office.

- ***Safety Lane Inspection and Vehicle Maintenance-***

All vehicles are required to obtain a safety lane check by the State of Illinois. American Taxi has regular quality control checks, maintaining the condition and cleanliness of all vehicles. American Taxi shall ensure that all vehicles are maintained in a safe and clean condition, and in compliance with government regulations.

- ***Communication and GPS-***

All cars are equipped with cell phones as well as an advanced MDT communication system (Mobile Data Terminal), which provides two-way communication, GPS tracking and navigation for the driver. This allows for quick and efficient communication between our school department and the driver. We have recently produced a ***School Tracking App (ATSchool App)***, available at Google or Apple app store. Our school App is available for school administrators, parents and students to easily track their school car.

- ***Procedures for Handling Emergencies-***

-The driver will contact American Taxi school dispatch in case of any accident or emergency.

-Dispatch will contact the school district and parents.

-The driver is required to bring a police report and written statement explaining the accident.

-All information is shared with the school district immediately.

- ***Damage (Malicious)***

American Taxi will be able to accommodate and work with the district if any damages were to incur from student vandalism, while maintaining non-liability for the district.

- ***Insurance Coverage***
  American Taxi has Each School District Additionally Insured

Insurance policies, providing school district indemnity for any loss that may occur. Policy coverage is 1 million dollars. Additionally, American Taxi has procured an umbrella liability policy making the aggregate $5,000,000.

- ***Billing, Mileage Report and Additional Documents-***

We produce a monthly or Bi-weekly invoice for all school rides. If there are special instructions, with billing we can accommodate. We also provide a yearly mileage report, by request. We can provide you with our, SBP list, umbrella policy, school department contact information and any financial documents needed. Please let us know.

Rates

- Mileage rate is $2.40 a mile.
- $8 additional fee is applied for a van request
- $1 is added for additional students traveling together
- Additional fees may apply for extended zones with no coverage

Expectations and Goals

American Taxi Dispatch, Inc. strives to meet the goals and expectations of our school districts. All districts have their own requirements and requests for specific students to which we gladly accommodate.

American Taxi Dispatch, Inc.
School Department Contact Information

American Taxi Dispatch-North Division

School Department Dispatch

Evelyn Angel-847-259-1555 X3350

Danny Finkelstein-847-259-1555 X3405

Email: schools.ataxi.north@gmail.com

School Department Direct Line: (224) 220-2562

School Department Hours: 6am-7pm

From: To:18475571499 03/28/2022 15:39 #233 P.015

School Bus Companies Drivers

AMERICAN TAXI
834 E RAND RD SUITE 9
MOUNT PROSPECT, IL 60056
Employer #169036

Permit Expires	Name	Address	Permit Number	IL DL Number/ IL File Number	DL Expires	Permit Status
12/18/2022	ABBASI, MOHAMMED I	5627 SANTA BARBARA DR	2120097	A120-5495-3338	11/28/2023	Valid
06/03/2022	BRIKMANIS, EDGARS	1400 N YARMOUTH PL APT 418	2105792	B625-2006-9100	04/07/2022	Valid
09/11/2022	DIMITROV, DIMITAR Y	515 E CIRCLE HILL DR APT 105	2112218	D536-1797-2278	09/30/2025	Valid
07/28/2022	DAR, MOHAMMAD A	689 FOXDALE CT	2108908	D600-5415-9164	06/09/2025	Valid
09/14/2022	GUEVARA LOPEZ, FRANCISCO	201 S CHICAGO AVE APT 208	2114674	G164-2408-2283	10/04/2024	Valid
12/04/2022	HADDAD, MASOUD RASHID SALIM	316 CHERRY LN	2119773	H330-5565-8249	09/01/2024	Valid
08/30/2022	KUBIAK, TOMASZ ANDRZEJ	8839 N WISNER ST APT 2	2110612	K120-8016-4153	05/29/2023	Valid
06/29/2022	KAGAN, NAUM	1301 SILVERSTONE DR	2107715	K250-6205-7328	11/18/2024	Valid
08/08/2022	KADUSHIN, IGOR	408 HAVENWOOD DR	2109322	K325-4006-2329	11/19/2023	Valid
10/08/2022	PATEL, PANKAJBHAI D	325 E CIRCLE HILL DR APT 103	2116406	P340-6646-3239	08/22/2022	Valid
06/15/2022	PATEL, VITTHAL A	1691 PEBBLE BEACH DR	2107279	P340-8614-4026	01/26/2024	Valid
08/20/2022	REPETA, ROBYN E	1145 ASPEN STREET	2112217	R130-7256-3616	01/16/2024	Valid
09/25/2022	REHMAN, KHURRAM UR	670 HILL DR APT 110	2114719	R550-5187-2291	10/12/2022	Valid
02/23/2022	SHUPAK, LEONID	285 ANTHONY RD	2102459	S120-5204-8262	09/14/2023	Valid
08/24/2022	SODHI, BINDU	4110 SARAH DR	2109952	S300-0606-8777	06/22/2023	Valid
07/31/2022	SHTIVELMAN, VLADIMIR	7404 N LINCOLN AVE UNIT C	2109058	S314-8605-4225	08/08/2023	Valid
02/21/2022	SALGADO, HUMBERTO	280 CRESTVIEW DR UNIT B	2101782	S423-3206-6087	03/25/2024	Valid
02/06/2022	UTHUPPAN, LUKOSE P	750 REGAL LN	2102503	U315-5356-1122	04/29/2022	Valid
09/18/2022	VOLK, ALEXANDER S	535 DUNSTEN CIR	2116861	V420-0176-5068	03/06/2023	Valid

School Bus Companies Drivers

AMERICAN TAXI
834 E RAND RD SUITE 9
MOUNT PROSPECT, IL 60056
Employer #169036

Permit Expires	Name	Address	Permit Number	IL DL Number/ IL File Number	DL Expires	Permit Status
09/13/2022	VERKHIN, SEMYON	787 LAKESIDE CIRCLE DR	2114351	V625-7806-0088	03/26/2023	Valid
10/31/2022	VERKHIN, TAMARA	787 LAKESIDE CIRCLE DR	2116862	V625-8005-7912	11/02/2023	Valid
02/10/2023	YOUN, KILBAK	109 KIMBERRY CT	2201355	Y500-5005-7045	02/14/2025	Valid

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: Sue Mansell - American Taxi Dispatch

Its: Co-President / Director

Dated: 3-25-2022

Client#: 19196 AMERTAXI

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/28/2022

PRODUCER
Lange & Company
The Rockwood Company
20 N Wacker Drive, Suite 600
Chicago, IL 60606

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
American Taxi Dispatch Inc
834 E Rand Road
Mount Prospect, IL 60056-2569

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Cincinnati Insurance Company	10677
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY	EPP0039605	09/15/19	09/15/22	EACH OCCURRENCE	$1,000,000
		[X] COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	$500,000
		[ ] CLAIMS MADE [X] OCCUR				MED EXP (Any one person)	$10,000
						PERSONAL & ADV INJURY	$1,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE	$2,000,000
		[ ] POLICY [ ] PRO-JECT [X] LOC				PRODUCTS - COMP/OP AGG	$2,000,000
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	$
		[ ] ANY AUTO				BODILY INJURY (Per person)	$
		[ ] ALL OWNED AUTOS				BODILY INJURY (Per accident)	$
		[ ] SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	$
		[ ] HIRED AUTOS					
		[ ] NON-OWNED AUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	$
		[ ] ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	$
		[ ] OCCUR [ ] CLAIMS MADE				AGGREGATE	$
							$
		[ ] DEDUCTIBLE					$
		[ ] RETENTION $					$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				[ ] WC STATU-TORY LIMITS [ ] OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	$
						E.L. DISEASE - POLICY LIMIT	$
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
ADDITIONAL INSUREDS ARE: COMMUNITY UNIT SCHOOL DISTRICT 300

CERTIFICATE HOLDER

Community Unit School District 300
Attn Deborah Mason
2550 Harnish Drive
Algonquin, IL 60102

CANCELLATION 10 Days for Non-Payment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Ronald D Lange

© ACORD CORPORATION 1988

Policy Number: LVE14350 Date Entered: 1/1/2022

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/25/2022

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 Insure Direct 834 E. Rand Rd. Suite 12 Mount Prospect, IL 60056	CONTACT NAME: PHONE (A/C, No, Ext): (847) 632-1830 FAX (A/C, No): (847) 632-1842 E-MAIL ADDRESS: insuredirectltd@gmail.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: FIRST CHICAGO INSURANCE	
INSURED AMERICAN TAXI DISPATCH INC 834 E RAND RD SUITE 9 MOUNT PROSPECT, IL 60056	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						GENERAL AGGREGATE	$
	OTHER:						PRODUCTS - COMP/OP AGG	$
								$
A	AUTOMOBILE LIABILITY			EXCESS POLICY LVE14350 SEE SCHEDULE	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
	THIS POLICY IS IN OFFERED UNDER POLICY			EXCESS TO THAT NUMBER SEE LIST				

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

SEE ADDITIONAL REMARKS SCHEDULE FOR POLICY # SEE LIST

CERTIFICATE HOLDER

COMMUNITY UNIT SCHOOL DISTRCIT 300
2550 HARNISH DRIVE
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

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

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

March 22, 2022

Mr. Ihsan Qadir
Axess Transportation
2345 Lake Drive South
Algonquin, IL 60102

Via email: axesstrans@gmail.com

RFP – Student Taxi Transportation Services

Dear Mr. Qadir,

Per our recent conversation, District 300 would like to extend the current relationship with Axess Transportation. Please find attached RFP documents for the coming school year with a contract term of 7/1/2022 to 6/30/2023. Please sign and return all documents as outlined on page 30. Certificates on pages 14 – 19 require a notary. Your insurance documents (pages 7 – 8) will be required 10 days after Board of Education contract approval.

If your firm does agree to this contract pricing structure, District 300 will recommend this contract to the Board of Education for review on Tuesday, April 12, 2022 and award on Tuesday, April 26, 2022.

Please return the completed packet by Monday, March 28, 2022.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2022-03-25**
Diane White, Director of Purchasing

Ihsan Qadir
8B08AE8C3D32C6B673EE83081AFD204D contractworks
Axess Taxi - Authorized Signature

2022-04-07
Date

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460

March 22, 2022

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:

Student Taxi Transportation 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 –Student Taxi Transportation Services
2605 Bunker Hill Drive
Algonquin, IL 60102

Electronic proposals will be received until **4:30 PM CT, Monday, April 21, 2022** at which time they will be opened and read publicly in a virtual meeting. Enter proposals via BidNet.

It is the intention of the Board of Education to award the bid at the **Tuesday, May 24, 2022 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 or Purchasing / CUSD 300

Student Taxi Transportation Services
Project Timeline
All Times are Central Time

ACTION	DATE	TIME	LOCATION
Project presented to Purchasing	Monday, February 14, 2022		
Establish Timeline	Friday, February 18, 2022		
Specifications Review/Deadline to Purchasing	Friday, February 25, 2022		
Specifications Draft	Friday, March 4, 2022		
Scope of Work Review-Project Manager Signature	Tuesday, March 8, 2022		
Specifications Finalized	Wednesday, March 9, 2022		
Specifications Released	Monday, March 22, 2022		
RFP Submittal Deadline	Monday, March 28, 2022	3:00 PM	email to bids.purchasing@d300.org
Recommendation to CFO	Tuesday, March 29, 2022	4:30 PM	Jennifer Porter, CFO
BOE Workshop/Approval Packet	Tuesday, April 12, 2022	4:30 PM	Central Office
BFC Committee Meeting	Tuesday, April 12, 2022	4:30 PM	Central Office
BOE MEETING/Approval	Tuesday, April 26, 2022	6:30 PM	Central Office
Contract Released	Wednesday, April 27, 2022		Purchasing Dept
Completed Receipt of Performance Bonds, Insurance Documents, and background checks.	Wednesday, June 1, 2022		Purchasing Dept
Contract Duration with the possibility of two one-year extensions	Friday, July 1, 2022 to Friday, June 30, 2023		

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 Director of Purchasing.

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, or facsimile bids will not be accepted.

i. Electronic proposal submitted to bids.purchasing@d300.org

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 90 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 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 in the amount of $25,000. Each bond shall be in accordance with AlA. 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 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 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. SERVICE POINTS

Please see Scope of Work and Attachments to this document.
Point of contact:

Community Unit School District, 2550 Harnish Drive, Algonquin, IL 60102.

Project Manager – Deb Mason, Director of Transportation

Email: deborah.mason@d300.org

16. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period as defined by Board of Education award documents. See the Warranty tab in Response Form B. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

17. INSURANCE (REQUIRED)

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

INSURANCE – in compliance of Public Act 097-0224(625 ILCS 5/12-707.01) (from CH.95 ½, par. 12-707.01), Sec 12-707.01 Liability Insurance.
https://ilga.gov/legislation/ilcs/documents/062500050K12-707.01.htm

The Contractor shall procure and maintain during the term of the Contract all insurance coverage listed below. Each Bidder shall provide at the time of bid submission a certificate of insurance evidencing ability to obtain insurance on the terms and conditions stated herein. Insurance shall be with companies licensed to do business in Illinois and satisfactory to the District. In light of the agreements that the District and the Contactor (i) may enter into governing the Contractor's exclusive use of the District's terminal facilities, (ii) may enter into for the sale and transfer of the District's fleet and (iii) may enter into for the leasing of the District fleet, the District agrees to cooperate, to the extent necessary, with the Contractor to secure any related insurance:

1. Comprehensive General Liability
   Contractual Personal Injury
   Employer's Liability Limit $ 1,000,000.00 combined single
   $5,000,000.00 for two or more

2. Automobile Liability
   Comprehensive Liability $ 2,000,000.00 combined

3. Medical Payment
   All vehicles $ 100,000.00 per person, each occurrence

4. Excess Umbrella $15,000,000.00 each occurrence

5. Workers' Compensation Insurance shall be the minimum limits as specified by law.

The insurance shall include sexual abuse, molestation and misconduct coverage if the Contractor will be on District premises or transporting students or staff. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, sponsors, endorsed organizations, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during

the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

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.

18. 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.

19. 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.

20. 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.

21. 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.

22. 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.

23. CONTRACT TERM

The contract term is July 1, 2022 – June 30, 2023**,** with the possibility of two one-year extensions.

24. MANUALS

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

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

30. 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.

31. 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.

32. 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.

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

34. 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 (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED FOR SCHOOLS, SCHOOL DISTRICTS OR EDUCATIONAL COOPERATIVES IN THE LAST (5) YEARS.

Please be sure that contact information for references is current.

1. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

2. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

REFERENCES (CONT.)

3. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

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_____, 2022

_____
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_____, 2022

_____

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_____, 2022

_____

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_____, 2022

_____

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_____, 2022

_____
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_____, 2022

_____
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: _____

Please submit one form for each driver.

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

Date: _____

PRINT RESET

COMUNITY 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

☐ 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

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 • Sole proprietorship, or • 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, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • 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.

Proposal Content and Proposal Format Submittal to include:

One complete electronic copy of proposal

Section 1 - Firm Experience and Capabilities

- Statement of experience in transporting public school students, including special education students.
- Provide a list of all schools, school districts or educational cooperatives presently being served and any schools, school districts or educational cooperatives formerly served, at any time, since the 2019-2020 school year.
- Provide the size and type of service included in present operation.
- 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.
- Provide a copy of all documents that relate to hiring, training, discipline, drug testing, and release of employees.
- List describing all legal actions filed or initiated since January 1, 2010 in which the Bidder has been a debtor in bankruptcy, or a defendant in any lawsuit, whether claiming a breach of an agreement or a contract, or seeking damages for personal injury, wrongful death or property damage, or a respondent in an administrative action for deficient performance, or a defendant in a criminal action.
- Description of vehicle maintenance programs and housing procedures, safety programs and procedures, and employee training classes on safety topics.
- Extent and nature of the in-service programs offered to drivers, especially as they relate to transporting students with disabilities (e.g., behavior management instruction for drivers transporting children with behavior disorders).

Section 2 - Project Approach

Provide a brief discussion of the following:

- The methodology that your firm would use in collaborating with District personnel.
- Your approach to the transportation of special education students.
- Your transition plan for CUSD 300 transportation program.

Section 3 – Economic Impact – Pricing and Proposal Questionnaire

- Include Proposal Response Form A in this section.
- Include any related price sheets and specification sheets.

Section 4 - References-

- Provide a minimum of three *(3)* references for professional services performed for schools, school districts or educational cooperatives in the last five *(5)* years.

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

Scope of Service

Community Unit School District 300 is seeking proposals for

RFP – Student Taxi Transportation Services

GENERAL CONDITIONS-SCOPE OF SERVICES

A. INTRODUCTION

Community Unit School District 300 (as herein defined) and the Contractor (as herein defined) shall enter into a Contract (as herein defined) to provide the services at the price and on the terms and conditions specified in these General Conditions and other Bid Documents (as herein defined) and such other reasonable terms consistent therewith and necessary for the performance of the Contract. Such Contract shall be for a term commencing on July 1, 2019 and ending on June 30, 2020 and may, at the District's sole discretion, be extended for two (2) additional one-year periods, as provided for herein.

B. GENERAL SCOPE OF WORK

This Contract is for a three-year student taxi transportation services agreement. The District provides transportation services to students, covering 78,500 miles in Radius I routes and 49,000 miles in Radius II routes. This includes special needs students that attend one of the District's 27 schools, 27 special educational facilities, some of which are, and some of which are not located within the District. A list of the District schools (Attachment B) and out-of-district special education facilities (Attachment C) are included at the end of this document.

C. DEFINITIONS

1. "Route" shall mean the pattern or plan of travel including pick-up and departure points for taxi's transporting students and others entitled to school taxi transportation.

D. BIDDER AND CONTRACTOR FISCAL ABILITY AND PAST EXPERIENCE

The Contractor may be required to furnish evidence of fiscal stability at the option of the District.

Each Contractor shall furnish the District with a statement listing all of it school student transportation experience since the 2017-2018 school year through and including the 2014-2015 school year, including the names of all past and current Illinois schools, school districts and educational cooperatives served by the Contractor and the names, addresses and telephone numbers of all such school, school district and cooperative staff responsible for student transportation.

For the first year of the Contract only, final Certificates of Insurance shall be filed by the Contractor with the District within ten (10) days of Contract award, and for each remaining year of the Contract, the Certificates of Insurance shall be filed by the Contractor with the District by July 1. The Certificates of Insurance shall show that the District, the Board and all relevant individuals have been duly named as additional insured under each policy and showing that the insurance is not cancelable without first giving sixty (60) days advance written notice to the District. The Contractor shall incur a one hundred dollar ($100) per diem penalty for each day it fails to file said Certificates of Insurance after the applicable due date. In the

event of cancellation, the Contractor shall furnish evidence of new insurance at the earliest possible date, but not later than ten (10) days prior to the cancellation date of the original policy. Failure of the Contractor to obtain new insurance shall be cause for the District to terminate the Contract.

E. INVOICING – Monthly - required detailed student pick-up address, drop off location, name and address of student, trip charge and mileage of trip
Invoicing shall be done by the Contractor directly to the District, in a format acceptable to the District. In addition, the Contractor shall provide copies of all calculations deriving per-student charges from per-route and per-trip charges billed in accordance with these General Conditions. Contractor shall submit invoices to the District on or before the tenth (10_{th}) day of each month. The District shall make payment to the Contractor monthly in arrears based upon actual routes at the appropriate unit prices per route, as specified in the Bid Form. Payments shall be made monthly after approval of the bills submitted by the District Finance Committee and the Board of Education based upon the Board of Education Board meeting schedule.
Payments for all other services under the Contract (i.e., early or late routes, etc.) shall be made monthly in arrears, upon submission by the Contractor of individual invoices covering the services provided.
District 300 will provide payments via check, ACH, wire or MasterCard Credit Card. Discounts for payment within 10 or 20 days of receipt of detailed invoice can be negotiated with District 300. Invoices will be paid at 95% within 10 days of receipt, the 5% balance paid within the 30-day term once attendance is confirmed.
Final invoicing for the year will be provided to the District in time prior to July 10 to include all cost in the Transportation Claim.

F. CONTRACT TERM AND EXTENSION AND CONTRACT PRICE
1. The Contractor will be awarded the Contract for a one (1) year term, beginning on July 1, 2022 and ending on June 30, 2023. The District, at its sole discretion, may elect to extend the Contract for two (2) additional one-year periods (the 2023-2024 and 2024-2025 school years). However, if for any reason the District determines that continuation of this Contract is not in the best interests of the District, it may withdraw from and terminate the Contract at the end of any fiscal year (a fiscal year ends on June 30) covered by this Contract, provided that the District gives the Contractor written notice of its intention to so terminate the Contract by April 1 of said fiscal year. If the District elects to recommend the extension the of Contract for an additional one-year period it shall so notify the Contractor in writing by March 1 of the year in which the Contract would otherwise expire.

2. In the event the District elects to extend the contract for the second and third years, the negotiated, tentative Contract will be brought for approval before the District Board.

3. The Contract base prices may be increased or decreased by no more than the lesser of five percent (5%) or the percentage increase or decrease reflected by the Chicago Metropolitan area Consumer Price Index for Urban Consumers, from March 1 of the previous calendar year to February 28 (or 29, as the case may be) of the current calendar year, as published by the United States Department of Labor, Bureau of Statistics. The base prices listed for any Contract year shall be the bases for adjusting the Contract price for the next year.

G. EMERGENCY REQUIREMENTS

Plans and programs for maintaining the following safety precautions and programs shall be established by the Contractor prior to the start date of the Contract:

1. At least one (1) assigned office worker familiar with the District Contract shall be available in the Contractor's office 5:30 a.m. to 6:00 p.m., or until the last student is delivered, to field calls or transmissions from District staff each day students are transported. After hours answering service must be provided to District staff.

2. An answering service shall be provided by the Contractor to be used between the hours of 6:00 p.m. to 5:30 a.m. each day when students are transported to advise callers that the office is closed and in the event of an emergency to contact one or more individuals designated by the Contractor.

3. The Contractor shall have means to make contact with drivers at all times.

4. The Contractor shall provide the District, in an Excel document, the names of all assigned drivers, copy of Driver's License for all drivers at the start of the contract and upon request.

5. The Contractor shall provide the District Transportation Director with immediate notification of all accidents and incidents.

6. Accident reports are to be submitted to the Director of Transportation within 24 hours of the time of the accident.

H. EQUIPMENT AND VEHICLE MAINTENANCE

The Contractor shall be responsible for each of the items listed below relative to any vehicle that the Contractor uses or proposes to use to transport District students, regardless of whether the Contractor is the actual titleholder of the vehicle, and the Contractor shall certify, in writing, by August 1 of each year that this Contract is in effect, to the District that it has met each of these responsibilities:

1. Ensuring that all equipment on vehicles conforms to all local, State and Federal statutes pertaining to school bus transportation, vehicle specifications and safety, and to all relevant State and Federal regulations.

2. Obtaining in a timely fashion any and all required inspections and providing a copy of the inspection report for any vehicle upon request of the District.

3. Ensuring that each vehicle possesses the following safety equipment in good and working order: a first-aid kit, individual seat belts where required by Illinois law, and padded seats,

4. Ensuring that each vehicle is maintained in a clean, sanitary, good mechanical condition and that vehicles are smoke-free.

5. Maintaining a safety program that, at a minimum, includes the following: a. Regularly scheduled in-service meetings for drivers to include, but not limited to, defensive driver training, blood-borne pathogens training, and student behavior management.

b. Daily vehicle inspections.

c. Safety Supervisor(s) to enforce good driving practices with respect to safety, mechanical operation, adherence to time schedules and conformity with applicable laws and regulations.

d. To ensure that drivers and dispatcher understand appropriate emergency procedures.

e. Drivers are prohibited from driving a taxi while smoking or being under the influence of alcohol or drugs.

f. Requirement that all drivers and passengers wear their seat belt at all times when they are operating their vehicle.

g. Drivers are prohibited from using a cellular telephone while driving a taxi with passengers on board, except in the event of a taxi emergency.

I. DRIVER RESPONSIBILITY AND QUALIFICATIONS

All drivers shall be subject to State and Federal laws pertaining to the operation of school buses and the transportation of students, the Illinois School Code and the rules and regulations pertaining to same, and the policies and regulations of the District, and no driver shall be permitted to operate any vehicle under this Contract unless he or she is in full compliance with all such laws, rules, regulations and policies. All personnel operating vehicles used in the transportation of students must be of the highest moral character, completely competent professionals, properly licensed and physically capable.

The Contractor shall provide to the District a detailed description of its procedures for screening and employing all employees. In addition, the Contractor shall supply to the District:

1. Each employee’s name

2. Each driver’s commercial driver’s license number and school bus driver’s permit number.

3. The date on which each employee, as applicable, successfully passed drug and alcohol screening.

4. The date on which each employee, as applicable, was cleared by a criminal background check and checks of the Statewide Sex Offenders database.

All employees who are required to, but have not submitted to the background check and drug/alcohol testing or those who have not been cleared by a background check and drug/alcohol test may not be employed under this Contract. In addition, detailed information on each driver and employee, as applicable, including certification, criminal background check, and driving record shall be maintained at the Contractor's office and provided to the District upon request.
The District reserves the right to request the removal of a driver for specific routes or from driving for District 300. The District is not liable for any unemployment claims resulting from any requested termination.

Any problems relative to transportation services between drivers and school staff should not be discussed in front of students. The driver should bring the problem to the attention of his or her supervisor who can then resolve the issue with the District’s Superintendent or his designee. Drivers are required to report behavior

problems in a timely, accurate and appropriate manner. The Contractor will keep a record of any and all accidents, commendations, complaints and concerns regarding each driver. These records shall be provided to the District on a monthly basis to the District's designated administrator. Accident records will be provided to the District no later than 24 hours after the event.

J. STUDENT DISCIPLINE
DRIVERS WILL REPORT DISCIPLINE ISSUES TO THEIR DISPATCHER, WHO WILL CONTACT DISTRICT 300 TRANSPORTATION DIRECTOR.

• The District Superintendent or his designee may from time to time issue instructions governing the behavior of students. The Contractor's drivers shall, to the best of their abilities, follow such instructions at all times. Such instructions shall include procedures for reporting misconduct.

• The Contractor will report each incident of student misconduct immediately by phone or in person to the Director of Transportation and follow up with a written report upon request.

• The Contractor will not permit smoking or consumption of alcoholic beverages, or consumption of other non-prescription drugs, by students in a taxi.

• The Contractor's drivers shall not, under any circumstances, administer physical punishment to any student on the bus. Restraint may be used by the drivers only when necessary to protect the safety of other students on in a taxi.

• Will not stop at any location for students other than the designated pickup or drop off.

K. ELIGIBLE STUDENTS; NUMBER OF DAYS OF TRANSPORTATION
1. No Unauthorized Persons: No unauthorized persons shall be allowed in any vehicle while it is engaged in transporting students; however, the District reserves the right to have an authorized District employee ride on any vehicle on any route, without prior notice to the Contractor. Rides by parents for personal reasons are expressly forbidden.

2. School Calendars: All transportation will be in accordance with the District calendar including provisions for holidays, institute days, early dismissal for in-service training, beginning time for the school day and ending time for the school day. The District shall, by July 1 of each year of the Contract, furnish the Contractor with a school calendar, including the Summer Program schedule and subsequent changes to the school calendar will be furnished to the Contractor in a timely fashion. The calendar for the 2022-2023 school year is included as part of these Bid Documents.

L. ROUTES AND SCHEDULES
1. The starting time for incoming routes shall be set to allow the taxi to arrive at the school not more than fifteen (10) minutes or less than five (5) minutes before the designated start time on the route form contained in these Bid Documents. Outgoing routes shall be scheduled in accordance with District 300 guidelines.

2. Seating capacity shall not exceed capacity as described by manufacturer of vehicle. Students are not allowed to ride in the front seat of any taxi.

M. DISTRICT'S RIGHTS IN CONTRACT AWARD
The District reserves the right to award the transportation Contract as it sees fit, selecting the Bidder(s) which it considers to be in the best interest of the District, or to reject any and all proposals. The District reserves the right to award any portion of the bid or portion thereof, including base bids and alternate bids as noted in the Scope of Services to one or more Bidders.

N. ASSIGNMENT OF CONTRACT
The Contractor agrees not to assign this Contract, or any part of this Contract.

O. NON-COMPLIANCE PENALTIES
Should the District find the Contractor in noncompliance with the provisions of the Contract on a taxi route or series of routes, the District will be entitled to impose the following penalties, provided that the Superintendent, or his designee, has provided the Contractor two (2) days oral notice of the noncompliance and the Contractor has not cured the noncompliance within said two days. For purposes of this Section of these General Conditions, "noncompliance" means, but is not limited to, the failure to transport students on a taxi route or routes as contracted or as requested in strict accordance with the terms, conditions and provisions of this Contract, or the failure to make changes to routes as specified and directed by the Superintendent in accordance with the terms of this Contract, or the failure to comply with an explicit provision or requirement set forth in this Contract. Further, for purposes of this Section of these General Conditions, the Contractor shall be deemed to have cured any noncompliance if the action, event or occurrence that caused the noncompliance is not repeated in any of the ten (10) business days following oral notification of the noncompliance by the Superintendent or his designee.

The District will pay one (1) no load fee per day per taxi. If a student does not ride in the morning, the driver must report that to dispatch. District 300 will not pay for the afternoon no load.

The District shall notify the Contractor in writing whenever it has elected to assess a penalty, whether assessed pursuant to this Paragraph or another paragraph of these General Conditions, stating the amount of and the reason for the penalty. The noncompliance penalties for late pick-up and drop-off shall not apply during weather involving hazardous driving conditions or delays due to a vehicle accident (non-bus). **A penalty, whether assessed pursuant to this Paragraph or another paragraph of these General Conditions, shall be deducted, at the District's sole discretion, from the first or second invoice following the noncompliance. The failure of the District to assess or collect any penalty under these General Conditions shall not be considered a waiver of the District's right to assess or collect that penalty in the future or a waiver with respect to any future violation committed by the Contractor.**

P. SERVICE INTERRUPTION
1. In the event that service is interrupted for more than twenty-four (24) hours by reason of work stoppage or any other event which prevents the Contractor from furnishing service, the District shall have the right to secure and substitute other transportation services. If the cost of the substitute transportation services are higher than the Contractor's cost (agreed upon in the Contract), then the Contractor

shall pay the difference between its charges and the charges of the substitute taxi company.

2. In the event of severe weather conditions, or conditions beyond the Contractor's reasonable control, the Contractor shall notify the Superintendent, or his/her designee and request permission to interrupt service. Such decisions by the Superintendent shall be final.

3. If schools serviced by the taxis are closed on any day or days because of weather conditions or other emergency, notice will be given by the District of cancellation of service to the Contractor by telephone or otherwise, before 5:45 a.m. for such day(s).

Q. TERMINATION OF CONTRACT BY REASON OF DEFAULT

1. If the Contractor or its drivers or employees at any time fail to comply with the terms of this Contract, or do not fully perform and strictly adhere to any of the terms hereof required to be performed, the District may, at its discretion, terminate this Contract, as provided herein.

2. In the event that the District determines that the Contractor has failed to comply fully, perform, or strictly adhere to this Contract, then the District may, at its discretion, through its Superintendent, send written notice to the Contractor indicating the intention of the District to declare the Contractor in default. In such notice, the District shall state in what respect the Contractor has failed to comply with the terms of the Contract, and shall further state a date upon which the Contract will terminate, unless the Contractor, prior to such date, cures the defect to the satisfaction of the District. The Contractor shall provide the District a written correction plan to provide a cure for the non-compliance concerns within 48 hours of the receipt of the District's notification. If prior to the date of termination stated in said notice, the District notifies the Contractor that the defect has been cured, the Contract will not terminate on the date stated in the notice but will be deemed to have remained in effect as of the date such notice was given. In the event the District does not so notify the Contractor that the defect has been cured, this Contract shall be terminated without further action by the District on the date of termination stated in notice.

3. The date of termination stated in the notice of intent to declare the Contractor in default, as provided in "2" above, may not be sooner than thirty (30) calendar days following the date of such notice unless there is a failure by the Contractor to provide the services required by this Contract which affect twenty-five per cent (25%) or more of the routes assigned to the Contractor, in which event the date of termination may be five (5) calendar days following the date of such notice.

4. The right of the District to terminate the Contract as provided in this Section is cumulative with all other rights of the District contained herein.

R. MISCELLANEOUS

Any notice or communication permitted or required under the Contract shall be in writing and shall become effective on the day of mailing thereof by email.

S. TAXI TRANSPORTATION SERVICES

The Contractor shall conduct all of its activities subject to all current and future federal and state laws and ordinances, and the decisions, rules, guidelines, policies and procedures of the District (hereinafter, collectively, "District Policies") and pursuant thereto, the Contractor shall carry out the following functions and responsibilities of this Contract to include the following:

• The Contactor shall provide the District with on-time delivery. There is an expectation that taxis should arrive no more than fifteen (15) minutes and no less than five (5) minutes before the start of school. If the Contractor fails to meet this requirement a penalty of 20% of the cost of that route for that day will be assessed against the Contractor's billing for the month.

• The Contractor shall have an expected wait time at pick-up of no less than five (5) minutes. Repeated wait times in excess of 5 minutes should be reported to the District 300 Director of Transportation at 847-551-8492 or email deborah.mason@d300.org

• Contractor is not allowed to combine routes without permission from the Director of Transportation.

• The Contractor must have staff available between the hours of 5:30 a.m. until the last scheduled student has been delivered at the end of the day.

• The Contractor shall provide emergency response contacts that are available beyond the required hours of staffing to provide adequate support for after-hours trips and extracurricular runs and in the event of emergencies.

• Recommend to the District short-term and long-term plans, processes and procedures that will improve student transportation services and upon the District's approval and adoption of such policies and procedures, implement same.

• Recruit and maintain driver pool to accommodate District 300 needs.

• Evaluate the performance of each taxi driver annually.

• Accommodate District 300 request for service changes within 24 hours of the request.

• Provide a complaint tracking system.

• All communications are routed through District 300 Director of Transportation or designee.

• As requested, assist the Director of Transportation and other District 300 departments with transportation issues.

• The Contractor shall provide the District with the following reports and submittals:

- Billing by the 10th of the month for the previous month of service in an electronic format (Excel preferred), to include date of service, student name, pick-up/drop-off address and mileage of route
- Assist with other required data requests as needed

• The Contractor's General Manager will meet as requested with the Director of Transportation to report on achievements, areas of concern, and information of interest. The Contractor shall make reports, studies, and surveys regarding student transportation as are reasonably necessary to or requested by the District.

• The Contractor will report all accidents/incidents regardless of severity or insignificance immediately to the Director of Transportation including the name of the driver and student(s), location of accident, and accident report.

• Taxi drivers will meet with District 300 prior to start of school to discuss District expectations at no cost to the District.

Attachments included are as follows:
Attachment A – Radius Map
Attachment B – School Listing
Attachment C – Outplaced Facilities
Attachment D – Current School Calendar

Response Form A Student Taxi Transportation Services

Include in Section 3 of your proposal

Base Route Charge	Rate
Base Rate	$ /mile
Unleaded Fuel Price Range	**Rate added to Base Rate**
$2.50 to $3.50 per gallon	$ /mile
$3.51 to $4.50 per gallon	$ /mile
$4.51 to $5.50 per gallon	$ /mile
$5.51 to $6.50 per gallon	$ /mile
$6.51 to $7.50 per gallon	$ /mile
$7.51 to $8.50 per gallon	$ /mile
$8.51 to $9.50 per gallon	$ /mile
$9.51 to $10.50 per gallon	$ /mile
Miscellaneous Charges	**Rate**
After Hours Charge – After 5:00 PM	$ /mile
Stop Charges	$ /stop
Minimum Trip Charge	$ /trip
Mile Minimum Charge	$ /trip
No Load Charge	$ /trip

Gas prices charged to District 300 will conform to the gas price daily average for Kane and McHenry Counties in Illinois as published by AAA here: https://gasprices.aaa.com/?state=IL

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.

Proposal is firm for 90 days

_____
Name of Company/Corporation

_____
Street Address

Bid Submitted by:

_____
City, State, Zip Code

_____
Authorized Signature

_____
Telephone Number

_____
Please Type or Print Name

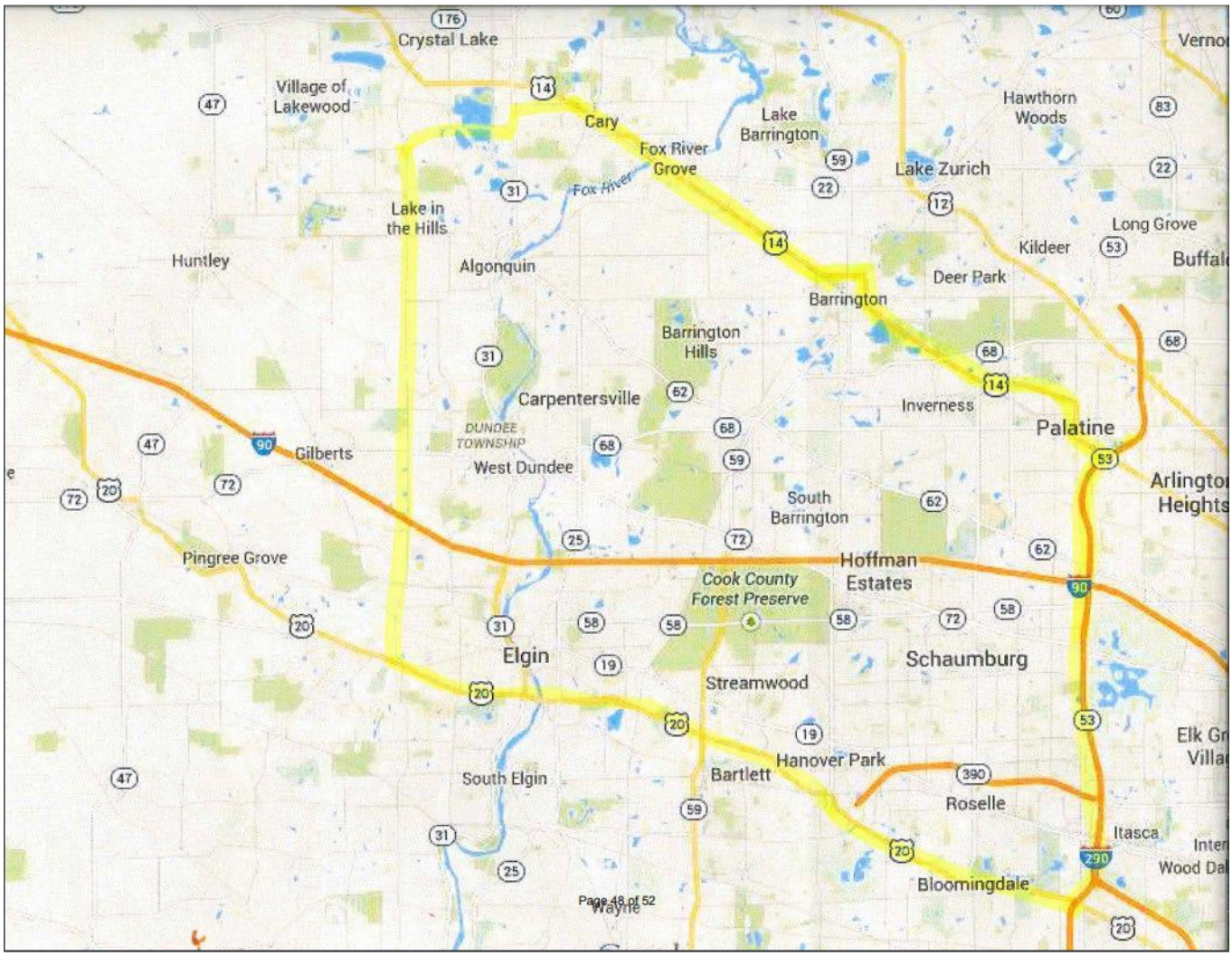
_____
Fax Number

_____
Illinois License Number

Email address - _____

Electronic proposals will be received until 3:00 PM, Monday, March 28, 2022 to bids.purchasing@d300.org

Attachment A



Attachment B

Community Unit School District 300 Locations			
Building Name	**Address**	**Building Name**	**Address**
Administration Center **(847)551-8300**	2550 Harnish Dr Algonquin, IL 60102	**Algonquin Lakes Elementary** **(847)532-7500**	1401 Compton Drive Algonquin, IL 60102
Algonquin Middle School **(847)532-7100**	520 Longwood Drive Algonquin, IL 60102	**Big Timber Elementary School** **TBD**	1400 Ridgecrest Hampshire, IL 60140
Carpentersville Middle School **(224)484-2100**	100 Cleveland Avenue Carpentersville, IL 60110	**deLacey Family Education Center** **(224)484-2300**	50 Cleveland Avenue Carpentersville, IL 60110
Dundee-Crown High School **(224)484-5000**	1500 Kings Road Carpentersville, IL 60110	**Dundee Highlands Elementary** **(224)484-4700**	407 South Fifth Street West Dundee, IL 60118
Dundee Middle School **(224)484-4500**	4200 W. Main Street West Dundee, IL 60118	**Eastview Elementary** **(847)532-7400**	540 Longwood Drive Algonquin, IL 60102
Gilberts Elementary **(224)484-5900**	729 Paperbark Lane Gilberts, IL 60136	**Golfview Elementary** **(224)484-2800**	124 Golfview Lane Carpentersville, IL 60110
Hampshire Elementary **(847)792-3400**	321 Terwilliger Avenue Hampshire, IL 60140	**Hampshire Middle School** (847)792-3200	560 South State Street Hampshire, IL 60140
Hampshire High School **(847)792-3500**	1600 E. Big Timber Road Hampshire, IL 60140	**Jacobs High School** **(847)532-6100**	2601 Bunker Hill Drive Algonquin, IL 60102
Lake in the Hills Elementary **(847)532-6900**	519 Willow Street Lake in the Hills, IL 60156	**Lakewood School** (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110
Liberty Elementary **(224)484-4800**	6500 Miller Road Carpentersville, IL 60110	**Lincoln Prairie Elementary** **(847)532-6600**	500 W. Harvest Gate Lake in the Hills, IL 60156
Meadowdale Elementary **(224)484-2900**	14 Ash Street Carpentersville, IL 60110	**Neubert Elementary** **(847)532-6800**	1100 Huntington Drive Algonquin, IL 60102
Neubert Elementary **(847)532-6800**	1100 Huntington Drive Algonquin, IL 60102	**Oak Ridge School** **(224)484-5800**	300 Cleveland Avenue Carpentersville, IL 60110
Parkview Elementary **(224)484-2500**	122 Carpenter Blvd. Carpentersville, IL 60110	**Perry Elementary** **(224)484-5600**	251 Amarillo Drive Carpentersville, IL 60110
Sleepy Hollow Elementary **(224)484-4900**	898 Glen Oak Drive Sleepy Hollow, IL 60118	**Westfield Community School** **(847)532-7600**	2100 Sleepy Hollow Road Algonquin, IL 60102
Wright Elementary **(847)683-5700**	1500 Ketchum Road Hampshire, IL 60140	**Transportation Department - Carpentersville Location** **(847)551-8474**	100 Cleveland Avenue Carpentersville, IL 60110
Transportation Department - Bunker Hill Location **(847)551-8300**	2603 Bunker Hill Drive Algonquin, IL 60102	**Bldgs. & Grounds** **(847)532-6700**	2605 Bunker Hill Drive Algonquin, IL 60102

Attachment C

Outplaced Facilities

Alexander Leigh Center for Autism – 4100 Veterans Parkway, McHenry, IL 60050
Allendale LINC – 1055 Lake Avenue, Woodstock, IL
Bancroft – 2353 Hassell Street 11 Suites A, B, C, D, Hoffman Estates IL 60169
High Roads (Camelot) – 5135 Trillium Blvd, Hoffman Estates IL 60192
Childs Voice – 180 Hansen Court, Wood Dale, IL 60191
Clare Woods – 124 E. Seminary, Wheaton, IL 60187
Classroom Connections – 2225 Lakeside Drive, Bannockburn IL 60015
Connections South Campus – 909 E. Wilmette Road, Palatine, IL
Core Academy 801 W Illinois Ave, Aurora, IL 60506
Cove School – 350 Lee Road, Northbrook, IL 60062
Dream Academy 46 S Gifford St, Elgin, IL 60120
Glen Hill School, 1324 Bloomingdale Rd, Glendale Heights, IL 60139
Glen Oaks Day West – 900 W. Mooseheart Road, North Aurora, IL
Hamilton – 179 S. 8th Street, Suite D, West Dundee, IL
Helping Hands – 9649 W. 55th Street, Countryside, IL
Kirk School – 520 S. Plum Grove Road, Palatine, IL
Marklund Day School – 164 South Prairie Avenue, Bloomingdale, IL 60108
Metro Prep – 525 E. Oakton Street, Suite D-47, Arlington Heights, IL
Miner – 1101 E. Miner Street, Arlington Heights, IL
New Connections – 865 E. Wilmette Road, Palatine, IL
Parkland – 40 W. Acorn Lane, Lake in the Hills, IL
Parkland – 900 S. Park Blvd, Streamwood IL 60107
Parkland Prep Bartlett – 2220 Southwind Blvd., Bartlett, IL 60103
SEAL – 1200 Claussen Drive, Woodstock, IL
South Campus – 909 E. Wilmette Road, Palatine IL 60074
Summit – 333 W. River Road, Elgin IL 60123
The Center on Deafness – 3444 Dundee Road, Northbrook, IL 60062

Attachment D

Early Release Dates will be included at a later date



DISTRICT 300

School Calendar - 2022/2023

Board Approval: November 2021 | Revised: 11/10/2021

JULY 22

Su	M	Tu	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 22

Su	M	Tu	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 22

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 22

Su	M	Tu	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 22

Su	M	Tu	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 22

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 23

Su	M	Tu	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 23

Su	M	Tu	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 23

Su	M	Tu	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 23

Su	M	Tu	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 23

Su	M	Tu	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 23

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Important Dates

Independence Day - Offices/Schools Closed	Mon., July 4
Teacher Institute (8am to 1pm) No Student Attendance	Thurs., Aug. 11
Teacher Institute (8am to 1pm) No Student Attendance	Fri., Aug. 12
Teacher Institute (8am to 3pm) No Student Attendance	Mon., Aug. 15
First day of School, Full Day of Student Attendance	Tues., Aug. 16
Labor Day - Offices/Schools Closed	Mon., Sept. 5
District Holiday - Offices/Schools Closed	Mon., Oct. 10
End of QTR	Fri., Oct. 14
Teacher Institute (8am to 3pm) No Student Attendance	Fri., Oct. 28
Election Day - Offices/Schools Closed	Tues., Nov. 8
Parent - Teacher Conferences, No Student Attendance	Mon., Nov. 21 & Tues., Nov. 22
Fall Break - Offices/Schools Closed	Wed., Nov. 23 - Fri., Nov. 25
End of QTR/Semester	Thurs., Dec. 22
District Holiday - Offices/Schools Closed	Dec. 23, Dec. 26, Dec. 30, & Jan. 2
Winter Break, No Student Attendance	Dec. 26 - Jan. 6
Martin Luther King Day - Offices/Schools Closed	Mon., Jan. 16
Presidents Day - Offices/Schools Closed	Mon., Feb. 20
Teacher Institute (8am to 3pm) Kane County ROE	Fri., Mar. 3
End of QTR	Fri., Mar. 10
Spring Break, No Student Attendance	Mar. 27 - Mar. 31
District Holiday - Offices/Schools Closed	Fri., Apr. 7
Last day of school, if No Emergency Days have been used	Thurs., May 25
Emergency Make-up Days*	May 26, May 30 - Jun. 2
Memorial Day - Offices/Schools Closed	Mon., May 29
Last possible day of school - If ALL Emergency Make-up Days* are used	Fri., Jun. 2
Juneteenth - Offices/Schools Closed	Mon., Jun. 19

All dates subject to change throughout school year, with BOE Approval

* For complete Emergency Make-Up Day information, please see the following page.

Calendar Key

District Closed	Early Release	Emergency Make-up Day	End of QTR/Semester Full day Attend	No Student/Instruction Staff Attend	Parent/Teacher Conference	Teacher Institute/ In-service

DISTRICT 300

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

April 27, 2022

Mr. Michael Caserno
Schoolbells Transportation
PO Box 485
Huntley, IL 60142

Via email: srm.mcaserno@gmail.com

RFP – Student Taxi Transportation Services

Dear Mr. Caserno,

District 300 would like to extend the current relationship with Schoolbells Transportation. Please find attached RFP documents for the coming school year with a contract term of 7/1/2022 to 6/30/2023. Please sign and return all documents as outlined on page 30. Certificates on pages 14 – 19 of the documents require a notary.

Regarding the Insurance, Item 17 as noted on pages on pages 7 – 8, please provide a Certificate of Insurance naming the following as additional insureds on a primary noncontributory basis with a waiver of subrogation in favor of the Districton your policy: Community Unit School District 300, its Board, Board members, employees, volunteers, sponsors, endorsed organizations, and agents. Please see the paragraph highlighted in yellow.

Additionally, District 300 will waive the following insurance requirements and has stricken them from page 7.

- 3. Medical Payment
  All vehicles $ 100,000.00 per person, each occurrence
- 4. Excess Umbrella $15,000,000.00 each occurrence

If your firm does agree to this contract pricing structure, District 300 will recommend this contract to the Board of Education for review on Tuesday, May 10, 2022 and award on Tuesday, May 24, 2022.

Please return the completed packet by Thursday, April 28, 2022.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Michael Caserno, Schoolbells Transportation
18B5E8213EFD61717029316841257OF1 contractworks. **Michael Caserno, Schoolbells Transportation**

Schoolbells Transportation Authorized Signature

2022-04-28

Date

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460

March 22, 2022

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:

Student Taxi Transportation 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 –Student Taxi Transportation Services
2605 Bunker Hill Drive
Algonquin, IL 60102

Electronic proposals will be received until **4:30 PM CT, Monday, April 21, 2022** at which time they will be opened and read publicly in a virtual meeting. Enter proposals via BidNet.

It is the intention of the Board of Education to award the bid at the **Tuesday, May 24, 2022 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 or Purchasing / CUSD 300

Student Taxi Transportation Services
Project Timeline
All Times are Central Time

ACTION	DATE	TIME	LOCATION
Project presented to Purchasing	Monday, February 14, 2022		
Establish Timeline	Friday, February 18, 2022		
Specifications Review/Deadline to Purchasing	Friday, February 25, 2022		
Specifications Draft	Friday, March 4, 2022		
Scope of Work Review-Project Manager Signature	Tuesday, March 8, 2022		
Specifications Finalized	Wednesday, March 9, 2022		
Specifications Released	Monday, March 22, 2022		
RFP Submittal Deadline	Monday, March 28, 2022	3:00 PM	email to bids.purchasing@d300.org
Recommendation to CFO	Tuesday, March 29, 2022	4:30 PM	Jennifer Porter, CFO
BOE Workshop/Approval Packet	Tuesday, April 12, 2022	4:30 PM	Central Office
BFC Committee Meeting	Tuesday, April 12, 2022	4:30 PM	Central Office
BOE MEETING/Approval	Tuesday, April 26, 2022	6:30 PM	Central Office
Contract Released	Wednesday, April 27, 2022		Purchasing Dept
Completed Receipt of Performance Bonds, Insurance Documents, and background checks.	Wednesday, June 1, 2022		Purchasing Dept
Contract Duration with the possibility of two one-year extensions	Friday, July 1, 2022 to Friday, June 30, 2023		

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 Director of Purchasing.

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, or facsimile bids will not be accepted.

i. Electronic proposal submitted to bids.purchasing@d300.org

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 90 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 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 in the amount of $25,000. Each bond shall be in accordance with AlA. 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 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 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. SERVICE POINTS

Please see Scope of Work and Attachments to this document.
Point of contact:

Community Unit School District, 2550 Harnish Drive, Algonquin, IL 60102.

Project Manager – Deb Mason, Director of Transportation

Email: deborah.mason@d300.org

16. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period as defined by Board of Education award documents. See the Warranty tab in Response Form B. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

17. INSURANCE (REQUIRED)

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

INSURANCE – in compliance of Public Act 097-0224(625 ILCS 5/12-707.01) (from CH.95 ½, par. 12-707.01), Sec 12-707.01 Liability Insurance.
https://ilga.gov/legislation/ilcs/documents/062500050K12-707.01.htm

The Contractor shall procure and maintain during the term of the Contract all insurance coverage listed below. Each Bidder shall provide at the time of bid submission a certificate of insurance evidencing ability to obtain insurance on the terms and conditions stated herein. Insurance shall be with companies licensed to do business in Illinois and satisfactory to the District. In light of the agreements that the District and the Contactor (i) may enter into governing the Contractor's exclusive use of the District's terminal facilities, (ii) may enter into for the sale and transfer of the District's fleet and (iii) may enter into for the leasing of the District fleet, the District agrees to cooperate, to the extent necessary, with the Contractor to secure any related insurance:

1. Comprehensive General Liability
   Contractual Personal Injury
   Employer's Liability Limit $ 1,000,000.00 combined single
   $5,000,000.00 for two or more

2. Automobile Liability
   Comprehensive Liability $ 2,000,000.00 combined

3. Medical Payment
   All vehicles $ 100,000.00 per person, each occurrence

~~4. Excess Umbrella $15,000,000.00 each occurrence~~ MCST BW MCST BW

~~5. Workers' Compensation Insurance shall be the minimum limits as specified by law.~~

The insurance shall include sexual abuse, molestation and misconduct coverage if the Contractor will be on District premises or transporting students or staff. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, sponsors, endorsed organizations, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during

the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

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.

18. 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.

19. 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.

20. 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.

21. 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.

22. 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.

23. CONTRACT TERM

The contract term is July 1, 2022 – June 30, 2023**,** with the possibility of two one-year extensions.

24. MANUALS

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

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

30. 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.

31. 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.

32. 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.

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

34. 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 (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED FOR SCHOOLS, SCHOOL DISTRICTS OR EDUCATIONAL COOPERATIVES IN THE LAST (5) YEARS.

Please be sure that contact information for references is current.

1. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

2. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

REFERENCES (CONT.)

3. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

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_____, 2022

_____
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_____, 2022

_____

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_____, 2022

_____

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_____, 2022

_____

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_____, 2022

_____
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_____, 2022

_____
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: _____

Please submit one form for each driver.

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

Date: _____

PRINT RESET



COMUNITY 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 • Sole proprietorship, or • 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, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • 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.

Proposal Content and Proposal Format Submittal to include:

One complete electronic copy of proposal

Section 1 - Firm Experience and Capabilities

- Statement of experience in transporting public school students, including special education students.
- Provide a list of all schools, school districts or educational cooperatives presently being served and any schools, school districts or educational cooperatives formerly served, at any time, since the 2019-2020 school year.
- Provide the size and type of service included in present operation.
- 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.
- Provide a copy of all documents that relate to hiring, training, discipline, drug testing, and release of employees.
- List describing all legal actions filed or initiated since January 1, 2010 in which the Bidder has been a debtor in bankruptcy, or a defendant in any lawsuit, whether claiming a breach of an agreement or a contract, or seeking damages for personal injury, wrongful death or property damage, or a respondent in an administrative action for deficient performance, or a defendant in a criminal action.
- Description of vehicle maintenance programs and housing procedures, safety programs and procedures, and employee training classes on safety topics.
- Extent and nature of the in-service programs offered to drivers, especially as they relate to transporting students with disabilities (e.g., behavior management instruction for drivers transporting children with behavior disorders).

Section 2 - Project Approach

Provide a brief discussion of the following:

- The methodology that your firm would use in collaborating with District personnel.
- Your approach to the transportation of special education students.
- Your transition plan for CUSD 300 transportation program.

Section 3 – Economic Impact – Pricing and Proposal Questionnaire

- Include Proposal Response Form A in this section.
- Include any related price sheets and specification sheets.

Section 4 - References-

- Provide a minimum of three *(3)* references for professional services performed for schools, school districts or educational cooperatives in the last five *(5)* years.

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

Scope of Service

Community Unit School District 300 is seeking proposals for

RFP – Student Taxi Transportation Services

GENERAL CONDITIONS-SCOPE OF SERVICES

A. INTRODUCTION

Community Unit School District 300 (as herein defined) and the Contractor (as herein defined) shall enter into a Contract (as herein defined) to provide the services at the price and on the terms and conditions specified in these General Conditions and other Bid Documents (as herein defined) and such other reasonable terms consistent therewith and necessary for the performance of the Contract. Such Contract shall be for a term commencing on July 1, 2019 and ending on June 30, 2020 and may, at the District's sole discretion, be extended for two (2) additional one-year periods, as provided for herein.

B. GENERAL SCOPE OF WORK

This Contract is for a three-year student taxi transportation services agreement. The District provides transportation services to students, covering 78,500 miles in Radius I routes and 49,000 miles in Radius II routes. This includes special needs students that attend one of the District's 27 schools, 27 special educational facilities, some of which are, and some of which are not located within the District. A list of the District schools (Attachment B) and out-of-district special education facilities (Attachment C) are included at the end of this document.

C. DEFINITIONS

1. "Route" shall mean the pattern or plan of travel including pick-up and departure points for taxi's transporting students and others entitled to school taxi transportation.

D. BIDDER AND CONTRACTOR FISCAL ABILITY AND PAST EXPERIENCE

The Contractor may be required to furnish evidence of fiscal stability at the option of the District.

Each Contractor shall furnish the District with a statement listing all of it school student transportation experience since the 2017-2018 school year through and including the 2014-2015 school year, including the names of all past and current Illinois schools, school districts and educational cooperatives served by the Contractor and the names, addresses and telephone numbers of all such school, school district and cooperative staff responsible for student transportation.

For the first year of the Contract only, final Certificates of Insurance shall be filed by the Contractor with the District within ten (10) days of Contract award, and for each remaining year of the Contract, the Certificates of Insurance shall be filed by the Contractor with the District by July 1. The Certificates of Insurance shall show that the District, the Board and all relevant individuals have been duly named as additional insured under each policy and showing that the insurance is not cancelable without first giving sixty (60) days advance written notice to the District. The Contractor shall incur a one hundred dollar ($100) per diem penalty for each day it fails to file said Certificates of Insurance after the applicable due date. In the

event of cancellation, the Contractor shall furnish evidence of new insurance at the earliest possible date, but not later than ten (10) days prior to the cancellation date of the original policy. Failure of the Contractor to obtain new insurance shall be cause for the District to terminate the Contract.

E. INVOICING – Monthly - required detailed student pick-up address, drop off location, name and address of student, trip charge and mileage of trip
Invoicing shall be done by the Contractor directly to the District, in a format acceptable to the District. In addition, the Contractor shall provide copies of all calculations deriving per-student charges from per-route and per-trip charges billed in accordance with these General Conditions. Contractor shall submit invoices to the District on or before the tenth (10_{th}) day of each month. The District shall make payment to the Contractor monthly in arrears based upon actual routes at the appropriate unit prices per route, as specified in the Bid Form. Payments shall be made monthly after approval of the bills submitted by the District Finance Committee and the Board of Education based upon the Board of Education Board meeting schedule.
Payments for all other services under the Contract (i.e., early or late routes, etc.) shall be made monthly in arrears, upon submission by the Contractor of individual invoices covering the services provided.
District 300 will provide payments via check, ACH, wire or MasterCard Credit Card. Discounts for payment within 10 or 20 days of receipt of detailed invoice can be negotiated with District 300. Invoices will be paid at 95% within 10 days of receipt, the 5% balance paid within the 30-day term once attendance is confirmed.
Final invoicing for the year will be provided to the District in time prior to July 10 to include all cost in the Transportation Claim.

F. CONTRACT TERM AND EXTENSION AND CONTRACT PRICE
1. The Contractor will be awarded the Contract for a one (1) year term, beginning on July 1, 2022 and ending on June 30, 2023. The District, at its sole discretion, may elect to extend the Contract for two (2) additional one-year periods (the 2023-2024 and 2024-2025 school years). However, if for any reason the District determines that continuation of this Contract is not in the best interests of the District, it may withdraw from and terminate the Contract at the end of any fiscal year (a fiscal year ends on June 30) covered by this Contract, provided that the District gives the Contractor written notice of its intention to so terminate the Contract by April 1 of said fiscal year. If the District elects to recommend the extension the of Contract for an additional one-year period it shall so notify the Contractor in writing by March 1 of the year in which the Contract would otherwise expire.

2. In the event the District elects to extend the contract for the second and third years, the negotiated, tentative Contract will be brought for approval before the District Board.

3. The Contract base prices may be increased or decreased by no more than the lesser of five percent (5%) or the percentage increase or decrease reflected by the Chicago Metropolitan area Consumer Price Index for Urban Consumers, from March 1 of the previous calendar year to February 28 (or 29, as the case may be) of the current calendar year, as published by the United States Department of Labor, Bureau of Statistics. The base prices listed for any Contract year shall be the bases for adjusting the Contract price for the next year.

G. EMERGENCY REQUIREMENTS

Plans and programs for maintaining the following safety precautions and programs shall be established by the Contractor prior to the start date of the Contract:

1. At least one (1) assigned office worker familiar with the District Contract shall be available in the Contractor's office 5:30 a.m. to 6:00 p.m., or until the last student is delivered, to field calls or transmissions from District staff each day students are transported. After hours answering service must be provided to District staff.

2. An answering service shall be provided by the Contractor to be used between the hours of 6:00 p.m. to 5:30 a.m. each day when students are transported to advise callers that the office is closed and in the event of an emergency to contact one or more individuals designated by the Contractor.

3. The Contractor shall have means to make contact with drivers at all times.

4. The Contractor shall provide the District, in an Excel document, the names of all assigned drivers, copy of Driver's License for all drivers at the start of the contract and upon request.

5. The Contractor shall provide the District Transportation Director with immediate notification of all accidents and incidents.

6. Accident reports are to be submitted to the Director of Transportation within 24 hours of the time of the accident.

H. EQUIPMENT AND VEHICLE MAINTENANCE

The Contractor shall be responsible for each of the items listed below relative to any vehicle that the Contractor uses or proposes to use to transport District students, regardless of whether the Contractor is the actual titleholder of the vehicle, and the Contractor shall certify, in writing, by August 1 of each year that this Contract is in effect, to the District that it has met each of these responsibilities:

1. Ensuring that all equipment on vehicles conforms to all local, State and Federal statutes pertaining to school bus transportation, vehicle specifications and safety, and to all relevant State and Federal regulations.

2. Obtaining in a timely fashion any and all required inspections and providing a copy of the inspection report for any vehicle upon request of the District.

3. Ensuring that each vehicle possesses the following safety equipment in good and working order: a first-aid kit, individual seat belts where required by Illinois law, and padded seats,

4. Ensuring that each vehicle is maintained in a clean, sanitary, good mechanical condition and that vehicles are smoke-free.

5. Maintaining a safety program that, at a minimum, includes the following: a. Regularly scheduled in-service meetings for drivers to include, but not limited to, defensive driver training, blood-borne pathogens training, and student behavior management.

b. Daily vehicle inspections.

c. Safety Supervisor(s) to enforce good driving practices with respect to safety, mechanical operation, adherence to time schedules and conformity with applicable laws and regulations.

d. To ensure that drivers and dispatcher understand appropriate emergency procedures.

e. Drivers are prohibited from driving a taxi while smoking or being under the influence of alcohol or drugs.

f. Requirement that all drivers and passengers wear their seat belt at all times when they are operating their vehicle.

g. Drivers are prohibited from using a cellular telephone while driving a taxi with passengers on board, except in the event of a taxi emergency.

I. DRIVER RESPONSIBILITY AND QUALIFICATIONS

All drivers shall be subject to State and Federal laws pertaining to the operation of school buses and the transportation of students, the Illinois School Code and the rules and regulations pertaining to same, and the policies and regulations of the District, and no driver shall be permitted to operate any vehicle under this Contract unless he or she is in full compliance with all such laws, rules, regulations and policies. All personnel operating vehicles used in the transportation of students must be of the highest moral character, completely competent professionals, properly licensed and physically capable.

The Contractor shall provide to the District a detailed description of its procedures for screening and employing all employees. In addition, the Contractor shall supply to the District:

1. Each employee’s name

2. Each driver’s commercial driver’s license number and school bus driver’s permit number.

3. The date on which each employee, as applicable, successfully passed drug and alcohol screening.

4. The date on which each employee, as applicable, was cleared by a criminal background check and checks of the Statewide Sex Offenders database.

All employees who are required to, but have not submitted to the background check and drug/alcohol testing or those who have not been cleared by a background check and drug/alcohol test may not be employed under this Contract. In addition, detailed information on each driver and employee, as applicable, including certification, criminal background check, and driving record shall be maintained at the Contractor's office and provided to the District upon request.
The District reserves the right to request the removal of a driver for specific routes or from driving for District 300. The District is not liable for any unemployment claims resulting from any requested termination.

Any problems relative to transportation services between drivers and school staff should not be discussed in front of students. The driver should bring the problem to the attention of his or her supervisor who can then resolve the issue with the District’s Superintendent or his designee. Drivers are required to report behavior

problems in a timely, accurate and appropriate manner. The Contractor will keep a record of any and all accidents, commendations, complaints and concerns regarding each driver. These records shall be provided to the District on a monthly basis to the District's designated administrator. Accident records will be provided to the District no later than 24 hours after the event.

J. STUDENT DISCIPLINE
DRIVERS WILL REPORT DISCIPLINE ISSUES TO THEIR DISPATCHER, WHO WILL CONTACT DISTRICT 300 TRANSPORTATION DIRECTOR.

• The District Superintendent or his designee may from time to time issue instructions governing the behavior of students. The Contractor's drivers shall, to the best of their abilities, follow such instructions at all times. Such instructions shall include procedures for reporting misconduct.

• The Contractor will report each incident of student misconduct immediately by phone or in person to the Director of Transportation and follow up with a written report upon request.

• The Contractor will not permit smoking or consumption of alcoholic beverages, or consumption of other non-prescription drugs, by students in a taxi.

• The Contractor's drivers shall not, under any circumstances, administer physical punishment to any student on the bus. Restraint may be used by the drivers only when necessary to protect the safety of other students on in a taxi.

• Will not stop at any location for students other than the designated pickup or drop off.

K. ELIGIBLE STUDENTS; NUMBER OF DAYS OF TRANSPORTATION
1. No Unauthorized Persons: No unauthorized persons shall be allowed in any vehicle while it is engaged in transporting students; however, the District reserves the right to have an authorized District employee ride on any vehicle on any route, without prior notice to the Contractor. Rides by parents for personal reasons are expressly forbidden.

2. School Calendars: All transportation will be in accordance with the District calendar including provisions for holidays, institute days, early dismissal for in-service training, beginning time for the school day and ending time for the school day. The District shall, by July 1 of each year of the Contract, furnish the Contractor with a school calendar, including the Summer Program schedule and subsequent changes to the school calendar will be furnished to the Contractor in a timely fashion. The calendar for the 2022-2023 school year is included as part of these Bid Documents.

L. ROUTES AND SCHEDULES
1. The starting time for incoming routes shall be set to allow the taxi to arrive at the school not more than fifteen (10) minutes or less than five (5) minutes before the designated start time on the route form contained in these Bid Documents. Outgoing routes shall be scheduled in accordance with District 300 guidelines.

2. Seating capacity shall not exceed capacity as described by manufacturer of vehicle. Students are not allowed to ride in the front seat of any taxi.

M. DISTRICT'S RIGHTS IN CONTRACT AWARD
The District reserves the right to award the transportation Contract as it sees fit, selecting the Bidder(s) which it considers to be in the best interest of the District, or to reject any and all proposals. The District reserves the right to award any portion of the bid or portion thereof, including base bids and alternate bids as noted in the Scope of Services to one or more Bidders.

N. ASSIGNMENT OF CONTRACT
The Contractor agrees not to assign this Contract, or any part of this Contract.

O. NON-COMPLIANCE PENALTIES
Should the District find the Contractor in noncompliance with the provisions of the Contract on a taxi route or series of routes, the District will be entitled to impose the following penalties, provided that the Superintendent, or his designee, has provided the Contractor two (2) days oral notice of the noncompliance and the Contractor has not cured the noncompliance within said two days. For purposes of this Section of these General Conditions, "noncompliance" means, but is not limited to, the failure to transport students on a taxi route or routes as contracted or as requested in strict accordance with the terms, conditions and provisions of this Contract, or the failure to make changes to routes as specified and directed by the Superintendent in accordance with the terms of this Contract, or the failure to comply with an explicit provision or requirement set forth in this Contract. Further, for purposes of this Section of these General Conditions, the Contractor shall be deemed to have cured any noncompliance if the action, event or occurrence that caused the noncompliance is not repeated in any of the ten (10) business days following oral notification of the noncompliance by the Superintendent or his designee.

The District will pay one (1) no load fee per day per taxi. If a student does not ride in the morning, the driver must report that to dispatch. District 300 will not pay for the afternoon no load.

The District shall notify the Contractor in writing whenever it has elected to assess a penalty, whether assessed pursuant to this Paragraph or another paragraph of these General Conditions, stating the amount of and the reason for the penalty. The noncompliance penalties for late pick-up and drop-off shall not apply during weather involving hazardous driving conditions or delays due to a vehicle accident (non-bus). **A penalty, whether assessed pursuant to this Paragraph or another paragraph of these General Conditions, shall be deducted, at the District's sole discretion, from the first or second invoice following the noncompliance. The failure of the District to assess or collect any penalty under these General Conditions shall not be considered a waiver of the District's right to assess or collect that penalty in the future or a waiver with respect to any future violation committed by the Contractor.**

P. SERVICE INTERRUPTION
1. In the event that service is interrupted for more than twenty-four (24) hours by reason of work stoppage or any other event which prevents the Contractor from furnishing service, the District shall have the right to secure and substitute other transportation services. If the cost of the substitute transportation services are higher than the Contractor's cost (agreed upon in the Contract), then the Contractor

shall pay the difference between its charges and the charges of the substitute taxi company.

2. In the event of severe weather conditions, or conditions beyond the Contractor's reasonable control, the Contractor shall notify the Superintendent, or his/her designee and request permission to interrupt service. Such decisions by the Superintendent shall be final.

3. If schools serviced by the taxis are closed on any day or days because of weather conditions or other emergency, notice will be given by the District of cancellation of service to the Contractor by telephone or otherwise, before 5:45 a.m. for such day(s).

Q. TERMINATION OF CONTRACT BY REASON OF DEFAULT

1. If the Contractor or its drivers or employees at any time fail to comply with the terms of this Contract, or do not fully perform and strictly adhere to any of the terms hereof required to be performed, the District may, at its discretion, terminate this Contract, as provided herein.

2. In the event that the District determines that the Contractor has failed to comply fully, perform, or strictly adhere to this Contract, then the District may, at its discretion, through its Superintendent, send written notice to the Contractor indicating the intention of the District to declare the Contractor in default. In such notice, the District shall state in what respect the Contractor has failed to comply with the terms of the Contract, and shall further state a date upon which the Contract will terminate, unless the Contractor, prior to such date, cures the defect to the satisfaction of the District. The Contractor shall provide the District a written correction plan to provide a cure for the non-compliance concerns within 48 hours of the receipt of the District's notification. If prior to the date of termination stated in said notice, the District notifies the Contractor that the defect has been cured, the Contract will not terminate on the date stated in the notice but will be deemed to have remained in effect as of the date such notice was given. In the event the District does not so notify the Contractor that the defect has been cured, this Contract shall be terminated without further action by the District on the date of termination stated in notice.

3. The date of termination stated in the notice of intent to declare the Contractor in default, as provided in "2" above, may not be sooner than thirty (30) calendar days following the date of such notice unless there is a failure by the Contractor to provide the services required by this Contract which affect twenty-five per cent (25%) or more of the routes assigned to the Contractor, in which event the date of termination may be five (5) calendar days following the date of such notice.

4. The right of the District to terminate the Contract as provided in this Section is cumulative with all other rights of the District contained herein.

R. MISCELLANEOUS

Any notice or communication permitted or required under the Contract shall be in writing and shall become effective on the day of mailing thereof by email.

S. TAXI TRANSPORTATION SERVICES

The Contractor shall conduct all of its activities subject to all current and future federal and state laws and ordinances, and the decisions, rules, guidelines, policies and procedures of the District (hereinafter, collectively, "District Policies") and pursuant thereto, the Contractor shall carry out the following functions and responsibilities of this Contract to include the following:

• The Contactor shall provide the District with on-time delivery. There is an expectation that taxis should arrive no more than fifteen (15) minutes and no less than five (5) minutes before the start of school. If the Contractor fails to meet this requirement a penalty of 20% of the cost of that route for that day will be assessed against the Contractor's billing for the month.

• The Contractor shall have an expected wait time at pick-up of no less than five (5) minutes. Repeated wait times in excess of 5 minutes should be reported to the District 300 Director of Transportation at 847-551-8492 or email deborah.mason@d300.org

• Contractor is not allowed to combine routes without permission from the Director of Transportation.

• The Contractor must have staff available between the hours of 5:30 a.m. until the last scheduled student has been delivered at the end of the day.

• The Contractor shall provide emergency response contacts that are available beyond the required hours of staffing to provide adequate support for after-hours trips and extracurricular runs and in the event of emergencies.

• Recommend to the District short-term and long-term plans, processes and procedures that will improve student transportation services and upon the District's approval and adoption of such policies and procedures, implement same.

• Recruit and maintain driver pool to accommodate District 300 needs.

• Evaluate the performance of each taxi driver annually.

• Accommodate District 300 request for service changes within 24 hours of the request.

• Provide a complaint tracking system.

• All communications are routed through District 300 Director of Transportation or designee.

• As requested, assist the Director of Transportation and other District 300 departments with transportation issues.

• The Contractor shall provide the District with the following reports and submittals:

- Billing by the 10th of the month for the previous month of service in an electronic format (Excel preferred), to include date of service, student name, pick-up/drop-off address and mileage of route
- Assist with other required data requests as needed

• The Contractor's General Manager will meet as requested with the Director of Transportation to report on achievements, areas of concern, and information of interest. The Contractor shall make reports, studies, and surveys regarding student transportation as are reasonably necessary to or requested by the District.

• The Contractor will report all accidents/incidents regardless of severity or insignificance immediately to the Director of Transportation including the name of the driver and student(s), location of accident, and accident report.

• Taxi drivers will meet with District 300 prior to start of school to discuss District expectations at no cost to the District.

Attachments included are as follows:
Attachment A – Radius Map
Attachment B – School Listing
Attachment C – Outplaced Facilities
Attachment D – Current School Calendar

Response Form A Student Taxi Transportation Services

Include in Section 3 of your proposal

Base Route Charge	Rate
Base Rate	$ /mile
Unleaded Fuel Price Range	**Rate added to Base Rate**
$2.50 to $3.50 per gallon	$ /mile
$3.51 to $4.50 per gallon	$ /mile
$4.51 to $5.50 per gallon	$ /mile
$5.51 to $6.50 per gallon	$ /mile
$6.51 to $7.50 per gallon	$ /mile
$7.51 to $8.50 per gallon	$ /mile
$8.51 to $9.50 per gallon	$ /mile
$9.51 to $10.50 per gallon	$ /mile
Miscellaneous Charges	**Rate**
After Hours Charge – After 5:00 PM	$ /mile
Stop Charges	$ /stop
Minimum Trip Charge	$ /trip
Mile Minimum Charge	$ /trip
No Load Charge	$ /trip

Gas prices charged to District 300 will conform to the gas price daily average for Kane and McHenry Counties in Illinois as published by AAA here: https://gasprices.aaa.com/?state=IL

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.

Proposal is firm for 90 days

_____
Name of Company/Corporation

_____
Street Address

Bid Submitted by:

_____
City, State, Zip Code

_____
Authorized Signature

_____
Telephone Number

_____
Please Type or Print Name

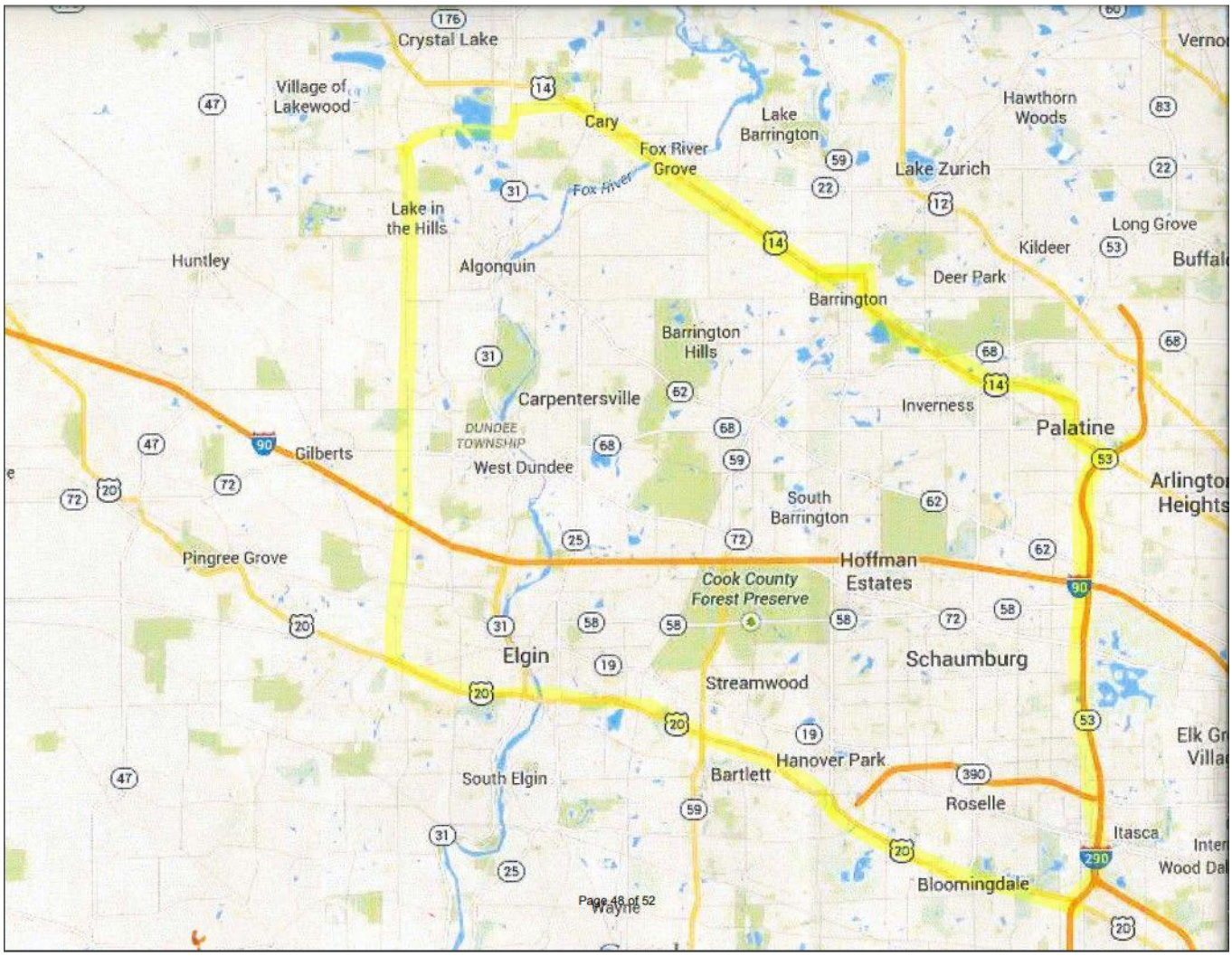
_____
Fax Number

_____
Illinois License Number

Email address - _____

Electronic proposals will be received until 3:00 PM, Monday, March 28, 2022 to bids.purchasing@d300.org

Attachment A



Attachment B

Community Unit School District 300 Locations			
Building Name	**Address**	**Building Name**	**Address**
Administration Center **(847)551-8300**	2550 Harnish Dr Algonquin, IL 60102	**Algonquin Lakes Elementary** **(847)532-7500**	1401 Compton Drive Algonquin, IL 60102
Algonquin Middle School **(847)532-7100**	520 Longwood Drive Algonquin, IL 60102	**Big Timber Elementary School** **TBD**	1400 Ridgecrest Hampshire, IL 60140
Carpentersville Middle School **(224)484-2100**	100 Cleveland Avenue Carpentersville, IL 60110	**deLacey Family Education Center** **(224)484-2300**	50 Cleveland Avenue Carpentersville, IL 60110
Dundee-Crown High School **(224)484-5000**	1500 Kings Road Carpentersville, IL 60110	**Dundee Highlands Elementary** **(224)484-4700**	407 South Fifth Street West Dundee, IL 60118
Dundee Middle School **(224)484-4500**	4200 W. Main Street West Dundee, IL 60118	**Eastview Elementary** **(847)532-7400**	540 Longwood Drive Algonquin, IL 60102
Gilberts Elementary **(224)484-5900**	729 Paperbark Lane Gilberts, IL 60136	**Golfview Elementary** **(224)484-2800**	124 Golfview Lane Carpentersville, IL 60110
Hampshire Elementary **(847)792-3400**	321 Terwilliger Avenue Hampshire, IL 60140	**Hampshire Middle School** (847)792-3200	560 South State Street Hampshire, IL 60140
Hampshire High School **(847)792-3500**	1600 E. Big Timber Road Hampshire, IL 60140	**Jacobs High School** **(847)532-6100**	2601 Bunker Hill Drive Algonquin, IL 60102
Lake in the Hills Elementary **(847)532-6900**	519 Willow Street Lake in the Hills, IL 60156	**Lakewood School** (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110
Liberty Elementary **(224)484-4800**	6500 Miller Road Carpentersville, IL 60110	**Lincoln Prairie Elementary** **(847)532-6600**	500 W. Harvest Gate Lake in the Hills, IL 60156
Meadowdale Elementary **(224)484-2900**	14 Ash Street Carpentersville, IL 60110	**Neubert Elementary** **(847)532-6800**	1100 Huntington Drive Algonquin, IL 60102
Neubert Elementary **(847)532-6800**	1100 Huntington Drive Algonquin, IL 60102	**Oak Ridge School** **(224)484-5800**	300 Cleveland Avenue Carpentersville, IL 60110
Parkview Elementary **(224)484-2500**	122 Carpenter Blvd. Carpentersville, IL 60110	**Perry Elementary** **(224)484-5600**	251 Amarillo Drive Carpentersville, IL 60110
Sleepy Hollow Elementary **(224)484-4900**	898 Glen Oak Drive Sleepy Hollow, IL 60118	**Westfield Community School** **(847)532-7600**	2100 Sleepy Hollow Road Algonquin, IL 60102
Wright Elementary **(847)683-5700**	1500 Ketchum Road Hampshire, IL 60140	**Transportation Department - Carpentersville Location** **(847)551-8474**	100 Cleveland Avenue Carpentersville, IL 60110
Transportation Department - Bunker Hill Location **(847)551-8300**	2603 Bunker Hill Drive Algonquin, IL 60102	**Bldgs. & Grounds** **(847)532-6700**	2605 Bunker Hill Drive Algonquin, IL 60102

Attachment C

Outplaced Facilities

Alexander Leigh Center for Autism – 4100 Veterans Parkway, McHenry, IL 60050
Allendale LINC – 1055 Lake Avenue, Woodstock, IL
Bancroft – 2353 Hassell Street 11 Suites A, B, C, D, Hoffman Estates IL 60169
High Roads (Camelot) – 5135 Trillium Blvd, Hoffman Estates IL 60192
Childs Voice – 180 Hansen Court, Wood Dale, IL 60191
Clare Woods – 124 E. Seminary, Wheaton, IL 60187
Classroom Connections – 2225 Lakeside Drive, Bannockburn IL 60015
Connections South Campus – 909 E. Wilmette Road, Palatine, IL
Core Academy 801 W Illinois Ave, Aurora, IL 60506
Cove School – 350 Lee Road, Northbrook, IL 60062
Dream Academy 46 S Gifford St, Elgin, IL 60120
Glen Hill School, 1324 Bloomingdale Rd, Glendale Heights, IL 60139
Glen Oaks Day West – 900 W. Mooseheart Road, North Aurora, IL
Hamilton – 179 S. 8th Street, Suite D, West Dundee, IL
Helping Hands – 9649 W. 55th Street, Countryside, IL
Kirk School – 520 S. Plum Grove Road, Palatine, IL
Marklund Day School – 164 South Prairie Avenue, Bloomingdale, IL 60108
Metro Prep – 525 E. Oakton Street, Suite D-47, Arlington Heights, IL
Miner – 1101 E. Miner Street, Arlington Heights, IL
New Connections – 865 E. Wilmette Road, Palatine, IL
Parkland – 40 W. Acorn Lane, Lake in the Hills, IL
Parkland – 900 S. Park Blvd, Streamwood IL 60107
Parkland Prep Bartlett – 2220 Southwind Blvd., Bartlett, IL 60103
SEAL – 1200 Claussen Drive, Woodstock, IL
South Campus – 909 E. Wilmette Road, Palatine IL 60074
Summit – 333 W. River Road, Elgin IL 60123
The Center on Deafness – 3444 Dundee Road, Northbrook, IL 60062

Attachment D

Early Release Dates will be included at a later date



DISTRICT 300

School Calendar - 2022/2023

Board Approval: November 2021 | Revised: 11/10/2021

JULY 22

Su	M	Tu	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 22

Su	M	Tu	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 22

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 22

Su	M	Tu	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 22

Su	M	Tu	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 22

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 23

Su	M	Tu	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 23

Su	M	Tu	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 23

Su	M	Tu	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 23

Su	M	Tu	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 23

Su	M	Tu	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 23

Su	M	Tu	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Important Dates

Independence Day - Offices/Schools Closed	Mon., July 4
Teacher Institute (8am to 1pm) No Student Attendance	Thurs., Aug. 11
Teacher Institute (8am to 1pm) No Student Attendance	Fri., Aug. 12
Teacher Institute (8am to 3pm) No Student Attendance	Mon., Aug. 15
First day of School, Full Day of Student Attendance	Tues., Aug. 16
Labor Day - Offices/Schools Closed	Mon., Sept. 5
District Holiday - Offices/Schools Closed	Mon., Oct. 10
End of QTR	Fri., Oct. 14
Teacher Institute (8am to 3pm) No Student Attendance	Fri., Oct. 28
Election Day - Offices/Schools Closed	Tues., Nov. 8
Parent - Teacher Conferences, No Student Attendance	Mon., Nov. 21 & Tues., Nov. 22
Fall Break - Offices/Schools Closed	Wed., Nov. 23 - Fri., Nov. 25
End of QTR/Semester	Thurs., Dec. 22
District Holiday - Offices/Schools Closed	Dec. 23, Dec. 26, Dec. 30, & Jan. 2
Winter Break, No Student Attendance	Dec. 26 - Jan. 6
Martin Luther King Day - Offices/Schools Closed	Mon., Jan. 16
Presidents Day - Offices/Schools Closed	Mon., Feb. 20
Teacher Institute (8am to 3pm) Kane County ROE	Fri., Mar. 3
End of QTR	Fri., Mar. 10
Spring Break, No Student Attendance	Mar. 27 - Mar. 31
District Holiday - Offices/Schools Closed	Fri., Apr. 7
Last day of school, if No Emergency Days have been used	Thurs., May 25
Emergency Make-up Days*	May 26, May 30 - Jun. 2
Memorial Day - Offices/Schools Closed	Mon., May 29
Last possible day of school - If ALL Emergency Make-up Days* are used	Fri., Jun. 2
Juneteenth - Offices/Schools Closed	Mon., Jun. 19

All dates subject to change throughout school year, with BOE Approval

* For complete Emergency Make-Up Day information, please see the following page.

Calendar Key

District Closed	Early Release	Emergency Make-up Day	End of QTR/Semester Full day Attend	No Student/Instruction Staff Attend	Parent/Teacher Conference	Teacher Institute/ In-service

AMENDMENT 2

THIS AMENDMENT 2 TO THE AGREEMENT FOR THE PROVISION OF ALTERNATIVE TRANSPORTATION SOLUTIONS ("AMENDMENT") is effective as of July 1, 2022, 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, 2023.
2. Fee schedule shall be amended according to Fees for Service included in Attachment 1.
3. Fees shall be subject to a three (3) percent annual increase.

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 2.

COMMUNITY UNIT SCHOOL DISTRICT 300

Signed:_____

Date: _____
Name: Jennifer Porter
Title: Chief Financial Officer

ALC SCHOOLS, LLC.

Signed:_____

Date: _____
Name: Megan Carey
Title: Chief Development Officer

Attachment 1
2022 - 2023 Fees for Service

Trip Items	Fees
Trip Fee (includes first 12 miles)	$90.00
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

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **05/02/2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Tommy Parisi,
Director of PE, Health, Driver's Education, SEL, and Athletics

Presented at the following Board Meetings	
Construction/Facility	
Finance	X
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: Athletic Video and Performance Analysis

Background

Hudl is an online and mobile platform that allows teams to host, share and review video, and gives athletes the ability to create their own highlights and share them with recruiters. All three of our D300 High Schools currently have individual contracts with HUDL based on their own athletic departments' individual needs and wants.

Recommendation

The recommendation is to combine the three individual contracts into one district contract. This will enable D300 to secure a stable three-year price point, included in our district wide contract management process, and assure consistent compliance with any possible terms and conditions changes.

The contract will include each high school's current package and will continue to be purchased out of each individual school's budget. Total cost combined will be $44,500 per year.

Hudl
District Addendum

This Hudl District Addendum is an addendum to the Hudl Organization Terms of Service available at https://www.hudl.com/eula ("**Org Terms**" and, together with this District Addendum, the "**Agreement**") is by and between Agile Sports Technologies, Inc. ("**Hudl**") and the district or board identified below ("**Signatory**"). This Agreement shall automatically apply to the schools in Signatory's district who are identified herein ("**Member Schools**") and to their use of Hudl's software and services. Member Schools shall each be deemed an "Organization" for purposes of the Org Terms. Subscriber represents and warrants that Subscriber has the authority to agree to the terms of the Agreement on behalf of the Member Schools. If this Order is returned to Hudl after the estimated start date identified below, Hudl may adjust the start and end dates to reflect the actual dates of service without changing the total days of service or price. Payments are due annually. First Invoice will be sent when the executed order form is returned to Hudl by the customer. Payment terms are Net 30. Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of the customer. If you are a tax-exempt organization, please provide a copy of your certificate at your earliest convenience. This is not an invoice.

Each party has agreed to the terms of this Agreement on the date set forth below its signature.

District 300	**AGILE SPORTS TECHNOLOGIES, INC.**
	Grant Jeffres (Apr 29, 2022 12:43 CDT)
Name:	Name: Grant Jeffres
Title:	Title: Hudl Sales Manager
Date:	Date: Apr 29, 2022

CONFIDENTIAL

Exhibit A
Products

Organization:	District 300
Billing Contact:	Karen Patek
Billing email:	karen.patek@d300.org
Estimated Service Start Date:	7/15/2022
Estimated Service End Date	7/14/2025
Year One:	44500.00
Year Two:	44500.00
Year Three:	44500.00
Payment Terms	**Net 30**
Products:	Jacobs High School (Algonquin) $20,000 24 - Hudl Platinum 1 - Mens Football Unlimited Game + Scout 12 hr 1 - Mens Volleyball Unlimited Game + Scout 12 hr 1 - Womens Volleyball Unlimited Game + Scout 12 hr 1 - Mens Basketball Unlimited Game + Scout 12 hr 1 - Womens Basketball Unlimited Game + Scout 12 hr 1 - Mens Soccer Unlimited Game + Scout 12 hr 1 - Womens Soccer Unlimited Game + Scout 12 hr 1 - Mens Lacrosse Unlimited Game + Scout 12 hr 1 - Womens Lacrosse Unlimited Game + Scout 12 hr 1 - Basketball Focus Exchange Network 1 - Football Hudl Focus Outdoor 1 - Basketball Hudl Focus Indoor 1 - Basketball Hudl Focus Indoor 1 - Football Hudl Sideline Premium 1 - Football Playtools

CONFIDENTIAL

	Hampshire High School $13,500 24 - Hudl Gold 1 - Mens Football Unlimited Game + Scout 24 hr 1 - Mens Basketball Unlimited Game + Scout 24 hr 1 - Womens Basketball Unlimited Game + Scout 24 hr 1 - Mens Lacrosse Unlimited Game + Scout 24 hr 1 - Womens Lacrosse Unlimited Game + Scout 24 hr 1 - Mens Soccer Unlimited Game + Scout 24 hr 1 - Womens Soccer Unlimited Game + Scout 24 hr 1 - Womens Volleyball Unlimited Game + Scout 24 hr 1 - Mens Volleyball Unlimited Game + Scout 24 hr 1 - Football Focus Exchange Network 1 - Football Hudl Focus Outdoor 1 - Basketball Hudl Focus Indoor 1 - Football Hudl Sideline Premium 1 - Football Playtools

CONFIDENTIAL

	Dundee-Crown High School $11,500 3 - Hudl Gold 20 - Hudl Silver 1 - Mens Football Unlimited Game + Scout 24 hr 1 - Mens Soccer Unlimited Game 24 hr 1 - Womens Soccer Unlimited Game 24 hr 1 - Womens Volleyball Unlimited Game 24 hr 1 - Mens Basketball Unlimited Game + Scout 24 hr 1 - Womens Basketball Unlimited Game + Scout 24 hr 1 - Mens Lacrosse Unlimited Game 24 hr 1 - Football Focus Exchange Network 1 - Football Hudl Focus Outdoor 1 - Basketball Hudl Focus Indoor 1 - Football Hudl Sideline Premium 1 - Football Playtools

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **May 3, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Dan Opels
Executive Director Buildings & Grounds

Presented at the following Board Meetings	
Construction/Facility	05/10/2022
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Dundee Middle School Mechanical Systems Project**

Background

The District's Master Facility Plan includes an update to the mechanical systems at Dundee Middle School. Several options were presented and vetted through the joint committee, and the Hybrid Geothermal model was selected. This project will be completed in phases over several years.

Dewberry Architects has provided the statement of work to develop the specifications for the Dundee Middle School Mechanical Replacement Project. Dewberry's fees are based upon the Master Service Agreement with Indefinite Duration and Indefinite Project Task Order dated August 28, 2018. Per this agreement, the architectural and engineering fees are based upon the estimated statement of work, which includes the aggregate price of construction contracts, additive alternates, any design allowances, and the construction manager's general conditions provided by Lamp. Per the Master Agreement, the fees will be adjusted once bids have been received.

The estimated construction cost provided by Lamp Inc. is $13,190,788. Using this amount with the interpolated fee percentage of 6.98% equals a basic service fee amount of $920,700.Dewberry has obtained fixed sum proposals for this work as follows:

Discipline - Firm Name Fixed Sum
Civil Engineering – Kimley-Horn $6,000
Telecommunication/data – Dewberry $ 43,400
Additional Services Subtotal $49,400

The total anticipated compensation for the project will be as follows:
Basic Services $920,700
Additional Services $ 49,400
On-Site Observation $ 20,000
Reimbursable Expenses (1) $ 5,000
Total Compensation $995,100

Administrative Recommendation

The administration recommends the board approve the Architectural and Engineering contract for the Dundee Middle School Mechanical Replacement Project, to Dewberry Architects, from Elmhurst, Illinois, for $995,100.

The project will be funded through the ARP ESSER Funds.

Dewberry

TASK ORDER

The Parties to this Task Order are:

DEWBERRY:		**Client:**	
Dewberry Architects Inc.		Community Unit School District #300	
Points of Contact for this Task Order			
Name:	Brian Kerner, Project Manager	Name:	Jennifer Porter
Email:	bkerner@dewberry.com	Email:	Jennifer.Porter@D300.Org
Phone:	847.841.0586	Phone:	847.551.8314

Task Order #		**Job #**	50129846		
Master Agreement #	50109001	**Master Agreement Date**		4/28/2020	
Project	Dundee Middle School				
Brief Description of Services					

Dewberry will provide the following services consistent with the terms of the Master Services Agreement. This task order will be for the mechanical system replacement at Dundee Middle School and will constrict of the following scope:

Architectural:

- Remove existing ceiling panels and grid.
- Support any existing items to remaining at ceiling level, including but not limited to WAP, Speakers, diffusers, and light fixtures if not being replaced.
- Potential revisions to mechanical rooms into education spaces.
- Coordination of the Mechanical, electrical, plumbing, fire protection, civil and structural engineers.

Civil:

- Restoration of the play field where the geothermal wells will be located. The areas will be restored with seed since use at the beginning of the school year will not be allowed.
- Any drives, sidewalks, or parking stall damaged or removed by the installation of the geothermal piping from the wells to the building will be replaced with lime material and thickness.
- Removal of fence and stone around mechanical equipment to be removed on east and west sides of building, replace areas with grass and reinstall new fencing.

Structural:

- Review mechanical unit weights of existing and new mechanical equipment to determine if supplemental reinforcing is required.
- Provide additional structural support for the new roof mounted mechanical units. This could either be by accomplished by additional reinforcing to the existing roof joists or adding a supplemental structural system which may include footings, columns and beams.
- Remove equipment curbs in mechanical rooms and install new concrete slab on grade.

Technology:

- Provide additional data drops for new mechanical equipment.
- Provide drawings to include locations of any technology-based ceiling mounted equipment, how equipment is to be cared for during demolition and the reinstallation of the existing devices.
- It is assumed the existing data wiring does not require replacement.
- Replace existing public address system with new system being installed at D300 facilities.

Fire Protection:

- Design a complete wet pipe sprinkler system to serve the entire building. Extend from existing 6” sprinkler system that currently serves the 2008 additions.

Mechanical:

- Indicate demolition of all existing HVAC systems currently serving the building.
- Design a geothermal well field to support approximate 210 tons, estimated 70 wells.
- Design a packaged dedicated outside air system (DOAS) utilizing packaged roof top equipment to support the ventilation needs of the building.
- Design a variable refrigeration flow (VRF) system to provide simultaneous heating and cooling to each space in the building. System to utilize water cooled condensers served by the geothermal field.

- VRF evaporators to be located above the ceiling. With ducted inlet and discharge.
- DOAS air to be ducted directly into the space it serves.
- Provide new temperature controls provided by ether Trane or Johnson controls.
- Design a new natural gas infrastructure to serve all gas fired equipment.
- Design gas fired packaged rooftop unit to serve the gymnasiums.
- Provide new exhaust fans and related ductwork to replace existing.

Electrical:

- Indicate demolition of electric lighting throughout the building.
- Indicate the demolition of electrical power to existing HVAC equipment.
- Indicate the demolition of electrical power to existing domestic water heaters.
- Review the current fire alarm system and provide recommendations to the school district as to upgrades needed or full replacement.
- Provide new LED lighting throughout the building.
- Provide new electrical power to all new HVAC equipment.
- Design a new natural gas emergency generator system support the current health life safety loads of the building. Generator to be installed external to the building and be gas fired.
- Modify existing electrical service to accommodate new HVAC design.

Plumbing:

- Indicate demolition of existing domestic water piping and related heaters.
- Replace existing domestic water mains through the building up to wet wall locations.
- Include recirculation piping to ensure delivery of domestic hot water.
- Replace existing electric domestic hot water heaters with gas fired.
- Provide open site drains as required to accommodate the HVAC design

Dewberry will retain the following subconsultants to provide engineering services as stated below.

- Elara Engineering will be retained to provide mechanical, electrical, plumbing and fire protection engineering.
- Kimley-Horn will be retained to provide civil engineering.
- Dewberry Engineers Inc. will provide technology design.
- Pease Borst & Associates will be retained to provide structural engineering services.
- Lamp Inc. will be the Construction Manager.

Scope of Work includes:

- Meeting with owner to review system preferences.
- Coordination with Utility Companies as required to determine existing conditions and proposed service requirements.

The project schedule is as follows:

Design Phase	February – May 2022
Contract Documents	May – August 2022
Bidding & Negotiation	September 2022
Construction Administration	October 2022 – October 2024*

**The length of construction will be determined on the amount of work the contractor can perform during the summer breaks. The project is tentatively schedule to have the work completed during the summer of 2023 and 2024.*

The fee will be divided into the following phases:

Design Phase	25%
Contract Documents	45%
Bidding & Negotiation	5%
Construction Administration	25%
Total	**100%**

Exclusions:

- Replacement of any exterior athletic equipment such as existing baseball backstops.
- LEED services.
- Furniture & signage selection and procurements.
- Soil Borings and Geotechnical Report.
- Site Survey / Boundary Survey.
- Environmental Studies and Surveys.
- Report of Probable Construction Cost estimate and estimated total Project Cost, this is provided by the Construction Manager.

Task Order Type and Amount:			
☒ Basic Service Fee	$ 920,700.00	☐ Additional Services	NTE $ 70,000
☐ Fixed Unit Rate	NTE $ N/A	☐ Cost Plus Fee	NTE $ N/A

The total estimated basic service fee will be $920,700.00 which is based upon the Cost Estimate provided by Lamp Inc. dated February 1, 2022. Exhibit A. The additional services fees include:

- Civil Engineering $ 6,000
- Technology Design $43,400
- Additional Site Visits $20,000

Dewberry will provide 1 site visit per week for the summer construction periods during the following time periods:

- *March – May 2023: 2 visits per month during the geothermal well installation period (6 visits)*
- *June 1 – July 31, 2023 1 visit per week during the summer construction period (8 visits)*
- *June 3 – July 31, 2024 1 visit per week during the summer construction period (8 visits)*
- *Additional visits will be charged on an hourly basis.*

Per the Master Service Agreement, the basic service fee will be revised based upon the final Bid Amount plus Construction Managers Fees plus Allowances multiplied by the Fee Percentage established by the Capitol Develop Board CFN Fee Rate Table B for Remodeling Project Classification.

Period of Performance:
☒ Dewberry will complete the Basic & Additional Services per the schedule.

Attachments:		
A	July 20, 2021	Lamp Inc. Estimate of Construction Cost
B	March 3, 2022	Project Schedule

All terms and conditions of the Master Agreement, unless specifically modified herein, govern this Task Order.

The parties hereto have, through duly authorized officials, executed this Task Order which constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior representations, proposals, statements, negotiations and understandings, whether written or oral, and it shall not be varied except by a written instrument of subsequent date, duly executed by authorized representatives of the parties.

DEWBERRY ARCHITECTS INC.		COMMUNITY UNIT SCHOOL DISTRICT #300	
By: 		By:	
Name:	Douglas A. Pfeiffer	Name:	Jennifer Porter
Title:	Principal, Business Unit Manager	Title:	Director of Finance
Date:	4/6/2022	Date:	

ATTACHMENT A

LAMP INCORPORATED
A Construction Tradition

Dewberry

Community Unit School District 300

DMS HVAC Renovation

Preliminary Budget - Hybrid Geothermal

February 1, 2022

PKG #	TRADE PACKAGE	BUDGET
02A-1	Demolition	$ 194,708
02B-1	Asbestos Abatement	$ 325,000
03A-1	Building Concrete	$ -
04A-1	Masonry	$ -
05A-1	Structural Steel	$ 138,000
06A-1	General Trades (incl. fire caulking allowance)	$ 70,425
07A-1	Roofing	$ 59,000
08B-1	Aluminum, Glass, & Glazing	$ -
09A-1	Drywall	$ 130,000
09D-1	Acoustical Ceiling	$ 614,714
09F-1	Flooring	$ -
	Moisture Mitigation/Floor Prep Allowance	$ -
09G-1	Painting	$ 66,750
12A-1	Casework	$ -
21A-1	Fire Protection	$ 481,980
22A-1	Plumbing	$ 538,866
23A-1	HVAC	$ 6,331,221
26A-1	Electrical	$ 2,453,529
	Existing Low Voltage Support Allowance	$ 50,000
32A-1	Asphalt Patching (Gas Line Install & Wellfield)	$ 29,863
32C-1	Site Concrete (Gas Line Install & Wellfield Restoration)	$ 30,200
32F-1	Landscaping (Gas Line Install & Wellfield Restoration)	$ 207,300
33A-1	Site Utilities	$ 81,500
		$ 11,803,057
	Preconstruction	$ 35,000
	General Conditions (Supervision)	$ 622,228
	Project General Conditions	$ 346,305
	Construction Management Fee (3%)	$ 384,198
	Performance Bond	$ -
	Insurance	$ -
	TOTAL	$ 13,190,788
	Contingency	$ 1,180,306
	TOTAL	$ 14,371,093
	Architectural Fees	$ 1,121,217
	On-Site Observation	$ -
	Architectural/Engineer Reimbursables	$ -
	SUBTOTAL	$ 1,121,217
	Owner Costs/Inspections/Commissioning/FFE	$ 200,000
	TOTAL	$ 15,692,310

ATTACHMENT B

Dundee Middle School Mechanical Replacement - Tentative Project Schedule

March 4, 2022

Community Unit School District 300 | LAMP INCORPORATED A Construction Tradition | ELARA ENGINEERING | Dewberry

Activity	2022												2023												2024											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Design Phase																																				
Contract Awarded		*	February 2022																																	
Design Phase			3 Months																																	
Field Work			*	March 11, 2022																																
Field Work			*	March 28-29, 2022																																
Coordination Meeting #1: A/E, D300, CM				*	April 4, 2022																															
Coordination Meeting #2: A/E, D300, CM					*	May 2, 2022																														
Cost Estimate (Lamp Inc.)																																				
Final Design submitted for review					*	May 23, 2022																														
D300 Review Period / Quality Control Review						May 23 -27, 2022																														
Final Revisions Made by Dewberry/Elara							May 30 - June 3, 2022																														
Presentation to CFOC						*	June 6, 2022																														
Construction Documents (CD)																																				
Contract Document Preparation							4 Months																													
Coordination Meeting #1: A/E, D300, CM						*	June 20, 2022																														
Coordination Meeting #2: A/E, D300, CM							*	July 18, 2022																													
Coordination Meeting #3: A/E, D300, CM								*	August 15, 2022																													
Specifications																																				
99% Review Documents									*	September 13, 2022																											
Final Contract Document submitted for review										*	October 1, 2022																											
D300 Review Period / Quality Control Review											Two Weeks																											
Corrections Made and Bid Document Prep											One Weeks																											
Bidding & Negotiations (BN)																																				
Documents Released for Bid										*	October 4, 2022																											
Pre-Bid Meeting											*	October 11, 2022																											
Bids Due											*	October 25, 2022																											
Scope Review																																				
Presentation to CFOC											*	November 7, 2022																											
D300 Board Approval											*	November 14, 2022																											
Construction																																				
Asbestos Abatement (if required)																																				
Contracts, Bonds, Etc.																																				
Shop Drawings Submittal & Review													4 weeks																							
Equipment Ordering														8 weeks																						
Construction																																				
- Geothermal Wells															Spring Break March 27, 2023 through July 30 , 2023																						
- Interior Work (Phase 1)																June 3 thru July 31, 2023																					
- Interior Work (Phase 2)																									June 1, 2024 through July 31, 2024											
Substantial Completion																				*	August 4, 2023												*	August 2, 2024		
Completion																																				
Furniture Relocation																					August 7-11, 2023													August 5-9, 2024		
First Day of School - August 2022																					*													*		

Dewberry

Dewberry Architects Inc.
132 North York Street, Suite 2C
Elmhurst, IL 60126-3070

847.695.5840
847.695.6579 fax
www.dewberry.com

April 7, 2022

Jennifer Porter
Chief Financial Officer
Community Unit School District 300
2550 Harnish Drive
Algonquin, Illinois 60102

Re: Dundee Middle School Mechanical Replacement Project

Dear Jennifer,

I'm providing this letter to explain the final A/E compensation for the Dundee Middle School Mechanical Replacement Project. Our fees are based upon the Master Service Agreement with Indefinite Duration, Indefinite Project Task Order dated August 28, 2018. Per this agreement, the architectural and engineering fees are based upon the Estimated Cost of the Work (including aggregate price of construction contracts, additive alternates, any design allowances, and construction manager's general conditions) provided by Lamp Inc. times the interpolated fee amounts from the *Capital Development Board (CDB) Centralized Fee Negotiation Professional Services and Fees Handbook*, current edition (Attachment A) Per the Master Agreement, the fees will be adjusted once bids have been received.

Per Article 4, Dewberry will provide additional services as noted here:

- 4.1.7: Civil Engineering
- 4.1.20: Telecommunication/data design

The estimated construction cost provided by Lamp Inc. (Attachment B) is $13,190,788. Using this amount multiplied by the interpolated fee percentage of 6.98% equals a basic service fee amount of **$920,700.**

Article 11.4 sets the compensation for Additional Services apart from Basic Services above. We have obtained fixed sum proposals for this work as follows:

Discipline - Firm Name	Fixed Sum
Civil Engineering – Kimley-Horn	$6,000
Telecommunication/data – Dewberry	$ 43,400
Additional Services Subtotal	**$49,400**

Per Article 4.3.3.2, the number of site visits during construction is determined on a project by project basis. Since this is a multi-year project, Dewberry will provide site visits based upon the following schedule:

- March – May 2023: 2 visits per month during the geothermal well installation period (6 visits)
- June 1 – July 31, 2023 1 visit per week during the summer construction period (8 visits)
- June 3 – July 31, 2024 1 visit per week during the summer construction period (8 visits)
- Additional visits will be charged on an hourly basis

Dewberry

Dewberry Architects Inc.
132 North York Street, Suite 2C
Elmhurst, IL 60126-3070

847.695.5840
847.695.6579 fax
www.dewberry.com

The total anticipated compensation for the project will be as follows:

Basic Services	$920,700
Additional Services	$ 49,400
On-Site Observation	$ 20,000
Reimbursable Expenses (1)	$ 5,000
Total Compensation	**$995,100**

(1) *Reimbursable expenses are a placeholder amount and will be increased to cover additional costs*

The fee for the project is separated into the following phases:

Phase	***Percentage***	***Amount***
Design Phase	*25%*	*$248,775*
Contract Document	*45%*	*$447,795*
Bidding Phase	*5%*	*$ 49,755*
Construction Administration Phase	*25%*	*$248,775*
Total	***100%***	***$995,100***

If you have any additional questions, please feel free to contact me.

Sincerely,
Dewberry Architects Inc.



Brian J. Kerner, AIA, *LEED AP® BD+C,* NCARB
Senior Associate

Attachments:
Centralized Fee Negotiation Professional Services and Fees Handbook, current edition (Attachment A)
Addition to New Elementary School estimated construction cost by Lamp Inc. (Attachment B)

CC: Douglas A. Pfeiffer, Office Director

Q:\50129846\Adm\Correspondence\Letters\Letter Porter 2022-04-07 Fee Letter.docx

ATTACHMENT A

CDB CFN FEE RATE TABLE B

REMODELING PROJECT CLASSIFICATION
BASIC SERVICES FEE COMPENSATION RANGE

Construction Cost Budget (under)	Group 1R Low	Group 1R Mid (100%)	Group 1R High	Group 2R Low	Group 2R Mid (100%)	Group 2R High	Group 3R Low	Group 3R Mid (100%)	Group 3R High
$100,000	11.84	14.81	17.78	10.91	13.64	16.37	8.93	12.12	15.31
$200,000	11.18	13.98	16.79	10.24	12.80	15.37	8.34	11.32	14.30
$300,000	10.62	13.28	15.94	9.68	12.10	14.52	7.83	10.63	13.43
$400,000	10.12	12.65	15.18	9.17	11.47	13.77	7.38	10.02	12.66
$500,000	9.69	12.12	14.55	8.76	10.95	13.13	7.01	9.51	12.01
$700,000	9.20	11.51	13.82	8.25	10.32	12.39	6.57	8.91	11.25
$900,000	8.84	11.06	13.27	7.90	9.88	11.86	6.24	8.47	10.70
$1,000,000	8.72	10.91	13.10	7.79	9.74	11.68	6.14	8.33	10.53
$1,250,000	8.54	10.68	12.83	7.59	9.49	11.40	5.97	8.11	10.24
$1,500,000	8.39	10.49	12.60	7.44	9.31	11.18	5.84	7.93	10.01
$1,750,000	8.25	10.32	12.39	7.32	9.15	10.99	5.72	7.76	9.80
$2,000,000	8.14	10.19	12.23	7.19	9.00	10.80	5.61	7.62	9.63
$2,500,000	7.91	9.89	11.87	6.97	8.72	10.47	5.40	7.34	9.27
$3,000,000	7.72	9.66	11.59	6.78	8.47	10.16	5.24	7.10	8.97
$5,000,000	7.19	9.00	10.80	6.25	7.81	9.37	4.76	6.46	8.16
$7,000,000	6.84	8.56	10.27	5.90	7.38	8.87	4.44	6.03	7.62
$9,000,000	6.64	8.32	9.99	5.71	7.14	8.57	4.28	5.81	7.34
$10,000,000	6.60	8.26	9.92	5.67	7.08	8.50	4.24	5.75	7.27
$15,000,000	6.46	8.07	9.69	5.54	6.93	8.32	4.14	5.62	7.10
$20,000,000	6.31	7.90	9.48	5.42	6.79	8.15	4.06	5.51	6.95
$25,000,000	6.18	7.73	9.28	5.32	6.66	7.99	3.99	5.41	6.83
$30,000,000	6.03	7.54	9.04	5.19	6.49	7.79	3.89	5.29	6.68
$40,000,000	5.73	7.17	8.61	4.95	6.19	7.44	3.75	5.09	6.42
$50,000,000	5.45	6.81	8.17	4.73	5.92	7.11	3.58	4.86	6.14
$100,000,000 (and over)	4.02	5.03	6.04	3.54	4.43	5.32	2.75	3.73	4.72

Effective Date: A/E Selections on or after 12/11/2012

ATTACHMENT B

LAMP INCORPORATED
A Construction Tradition

Dewberry

Community Unit School District 300

DMS HVAC Renovation

Preliminary Budget - Hybrid Geothermal

February 1, 2022

PKG #	TRADE PACKAGE	BUDGET
02A-1	Demolition	$ 194,708
02B-1	Asbestos Abatement	$ 325,000
03A-1	Building Concrete	$ -
04A-1	Masonry	$ -
05A-1	Structural Steel	$ 138,000
06A-1	General Trades (incl. fire caulking allowance)	$ 70,425
07A-1	Roofing	$ 59,000
08B-1	Aluminum, Glass, & Glazing	$ -
09A-1	Drywall	$ 130,000
09D-1	Acoustical Ceiling	$ 614,714
09F-1	Flooring	$ -
	Moisture Mitigation/Floor Prep Allowance	$ -
09G-1	Painting	$ 66,750
12A-1	Casework	$ -
21A-1	Fire Protection	$ 481,980
22A-1	Plumbing	$ 538,866
23A-1	HVAC	$ 6,331,221
26A-1	Electrical	$ 2,453,529
	Existing Low Voltage Support Allowance	$ 50,000
32A-1	Asphalt Patching (Gas Line Install & Wellfield)	$ 29,863
32C-1	Site Concrete (Gas Line Install & Wellfield Restoration)	$ 30,200
32F-1	Landscaping (Gas Line Install & Wellfield Restoration)	$ 207,300
33A-1	Site Utilities	$ 81,500
		$ 11,803,057
	Preconstruction	$ 35,000
	General Conditions (Supervision)	$ 622,228
	Project General Conditions	$ 346,305
	Construction Management Fee (3%)	$ 384,198
	Performance Bond	$ -
	Insurance	$ -
	TOTAL	$ 13,190,788
	Contingency	$ 1,180,306
	TOTAL	$ 14,371,093
	Architectural Fees	$ 1,121,217
	On-Site Observation	$ -
	Architectural/Engineer Reimbursables	$ -
	SUBTOTAL	$ 1,121,217
	Owner Costs/Inspections/Commissioning/FFE	$ 200,000
	TOTAL	$ 15,692,310

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **04/25/2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Shelley Nacke,
Assistant Superintendent of Education Services

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: Service Provider Retention Agreement

Background

District 300 previously contracted with INVO Healthcare Associates (IHC) to staff the D.R.E.A.M. program in order to provide the requisite level of educationally based therapy, behavioral intervention services and comprehensive wrap-around support services for students and their families who are dealing with adverse childhood experiences. The contract with INVO expires June 2022 and will not be renewed.

Recommendation

To ensure continued levels of services and support, we recommend that District 300 hire to replace those positions. To allow for consistency for this vulnerable population, we recommend obtaining some of the individuals that have already been working successfully with these students and their families.

However, the contract language states that District 300 is prohibited from hiring any individual that IHC introduces to District 300 for a period of twelve (12) months following termination or expiration of the contract (the "Non-Solicitation"). Therefore, we have requested a one-time waiver of the Non-Solicitation and Buy Out. IHC desires to permit a one-time waiver of the Non-Solicitation and Buy Out Agreement solely for the purpose of permitting District 300 to hire those individuals.

The administration recommends that District 300 enter into the Buyout Agreement and pay a one-time fee that will be paid from the Education Service budget.

BUY OUT AGREEMENT

This **BUY OUT AGREEMENT** (this "**Agreement**") is entered into as of the effective date set forth in Section 10 below (the "**Effective Date**"), by and between **Community Unit School District** 300, 2550 Harnish Drive, Algonquin, IL 60102 (the "**AGENCY**") and **INVO HEALTHCARE ASSOCIATES,** 2003 S. Easton Road, Suite 308, Doylestown, PA 18901("**IHC**"). Each of AGENCY and **IHC** are referred to herein as a "**Party**" and collectively as the "**Parties**."

RECITALS:

WHEREAS, the Parties entered into that certain Agency Agreement effective as of Date (the "**Agency Agreement**") pursuant to which **IHC** provides Service Providers to service children under AGENCY's direction;

WHEREAS, in accordance with Section 11 of the Agency Agreement, AGENCY is prohibited from hiring any individual that **IHC** introduces to or arranges for an interview with AGENCY (each, a "**Service Provider**") for a period of twelve (12) months following termination or expiration of the Agency Agreement (the "**Non-Solicitation**"); and

WHEREAS, AGENCY has requested a one-time waiver of the Non-Solicitation and Buy Out and **IHC** desires to permit a one-time waiver of the Non-Solicitation and Buy Out solely for the purpose of permitting AGENCY to hire the following therapists (the "**Service Provider**") subject to the terms and conditions of this Agreement list:

• Karen Boyle, BCBA	$19,100.00
• Dashmire Ramadani	$19,100.00
• Carlie Anderson, MHC	$11,700.00
• Kelly Zavala, LCSW	$12,700.00
• Corrine McCurdy, RBT	$6,400.00
Total	$69,000.00

NOW, THEREFORE, in consideration of the premises and the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. Waiver of Non-Solicitation and Buy Out. IHC hereby waives its right to assert a claim against AGENCY for violation of the Non-Solicitation and But Out provision of the Agency Agreement for the sole purpose of allowing AGENCY to hire Service Provider ("Waiver"), whom the Parties agree that IHC introduced to the AGENCY. AGENCY understands and agrees that this Waiver only permits AGENCY to hire Service Provider and the Non-Solicitation and Buy Out shall remain in full force and effect for all other current and future Service Providers.

2. Buy Out Provisions. As consideration for the Waiver set forth above, AGENCY hereby agrees to pay IHC the amount of sixty-nine thousand dollars ($69,000.00) which shall be paid to IHC for consulting services rendered. IHC will invoice sixty-nine thousand ($69,000.00) dollars (the "Payment") to Agency and payment will be due in 30 days following receipt of the invoice and each Service Provider's first day of work as an AGENCY employee. AGENCY shall have no obligation to make any portion of the Payment attributable to a Service Provider listed above that is not employed by Agency prior to July 1, 2023. Additionally, Agency will provide an opportunity for IHC to replace Service Provider with another Service Provider under the same terms and conditions of the existing Agency Agreement.

3. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same instrument.

4. Authority. Each Party represents and warrants that it has the necessary power and authority to enter into and perform its obligations under this Agreement and upon execution, this Agreement will be a legal, valid and binding obligation of such Party, enforceable against such party in accordance with its terms.

5. Severability. Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction.

6. Recitals. The recitals set forth above are incorporated into and made part of this Agreement.

7. Miscellaneous. Each Party acknowledges that this Agreement constitute the entire agreement of the Parties with respect to the subject matter of this Agreement. This Agreement may not be amended, waived, or terminated without the prior written consent of both Parties. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, successors and permitted assigns. If the Service Provider does not decide to work for the AGENCY, this agreement will cease to be enforceable regarding that individual Service Provider.

8. Governing Law. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois.

9. Effective Date. This Agreement shall be deemed dated and become effective on the date the last of the parties' signs as set forth below the signature of their duly authorized representatives.

IN WITNESS WHEREOF, each Party has caused its duly authorized representative to execute this Buy Out Agreement as of the Effective Date.

IHC:	**AGENCY:**
INVO HEALTHCARE ASSOCIATES	**COMMUNITY UNIT SCHOOL DISTRICT 300**
By: _____	**By:** _____
Name: Matt Stringer	**Name:** _____
Title: President	**Title:** _____
Date: _____	**Date:** _____

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **May 2, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Jennifer Porter,
Chief Financial Officer

Alison Kos,
Director of Professional Development

Presented at the following Board Meetings	
Construction/Facility	
Finance	05/10/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: Financial Management & Professional Development Management Software Contract (Renewal)

Background

- Budget Management Analytics Subscription, Comparative Analytics Subscription, and Financial Planning Analytics Subscription. Forecast5 has provided us with these services for over seven years. Forecast5 offers a suite of decision support software that provides financial forecasting. Frontline recently bought out Forecast5. The contract cost for these financial subscriptions for one year is $27,539.72 and will be funded by the operation funds.
- Professional Growth Solution Frontline Education is a comprehensive Professional Development and Employee Evaluation platform. D300 uses Frontline to track and manage professional development activities throughout the district. The software also includes online resources for mandatory compliance training. Additionally, D300 uses Frontline for employee evaluations (LEAD, DESA, DESPA, NUG, and Administrators). The amount of the complete contract for 2022-2023 is $129,523.99. The software will be funded from Title 2 funds. Through a long-term cooperative purchase with the Kane County Regional Office of Education (ROE), the ROE will continue to pay for the Applicant Tracking portion of this renewal for all Kane County Cooperative districts, including D300.

Recommendation

The administration recommends approving this contract as presented.

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

May 3, 2022

Paul Naughton, Account Manager
Frontline Education
1400 Atwater Drive
Malvern, PA 19355

Via Email: billing@frontlineed.com

Contract Renewal: Frontline Education

Dear Mr. Naughton,

District 300 would like to renew our existing contract with the attached proposed quote, Q-105857. The renewal term would be July 1, 2022 – June 30, 2023. If your firm agrees to the pricing as attached, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, May 10, 2022 and award by the board on Tuesday, May 24, 2022. The value of this contract for 7/1/22 – 6/30/22 is $157,063.71.

District 300 kindly requests your return of acceptance by Thursday, May 5, 2022. If you have any questions, please call 847-551-8460.

Sincerely,

Diane C. White

Diane C White, Director of Purchasing

Acceptance:

_____
Service Provider

frontline education

1400 Atwater Drive Malvern, PA 19355

Exhibit A Frontline Customer Order Form
Q-105857
MSA-001f400000S92wm
04/18/2022

Customer:	Order Form Details:
Community Unit School District 300 2550 Harnish Dr Algonquin, Illinois, 60102 United States	**Account Manager:** Paul Naughton **Sale Type:** Renewal **Quote Currency:** USD
Contact:	
Title:	
Phone:	
Email:	

Pricing Overview	Amount
Annual Recurring Fees	**$157,063.71**

Annual Recurring Fees Itemized Description	Start Date	End Date	Amount
Budget Management Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2022	6/30/2023	$5,763.99
Comparative Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2022	6/30/2023	$12,319.24
Financial Planning Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2022	6/30/2023	$9,456.49
Professional Growth Solution with Danielson 2011/2013	7/01/2022	6/30/2023	$129,523.99

1400 Atwater Drive Malvern, PA 19355

Additional Order Form Information

Tax Information

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

PO Information

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

1400 Atwater Drive Malvern, PA 19355

Invoicing Schedule	Due Date	Amount
Invoice: Annual		**$157,063.71**
Budget Management Analytics Subscription - powered by Forecast5, usage for up to 5 employees		$5,763.99
Comparative Analytics Subscription - powered by Forecast5, usage for up to 5 employees		$12,319.24
Financial Planning Analytics Subscription - powered by Forecast5, usage for up to 5 employees		$9,456.49
Professional Growth Solution with Danielson 2011/2013		$129,523.99

1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT

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

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

Frontline Technologies Group LLC dba Frontline Education	**Community Unit School District 300**
Signature:	Signature:
Name:	Name:
Title:	Title:
Address: 1400 Atwater Drive Malvern, PA 19355	Address: 2550 Harnish Dr Algonquin, Illinois 60102
Email: billing@frontlineed.com	Email:

Attached: *Terms and Conditions*
Exhibit A

1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT
TERMS AND CONDITIONS

1. Software and Services

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

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

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

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

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

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

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

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

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

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

2. Invoicing and Payment

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

3. Warranties and Disclosures

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

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

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

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

4. Confidential Information Privacy

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

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

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

5. Indemnification.

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

6. Limitations of Liability.

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

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

7. Term and Termination.

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

8. District Ordering.

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

9. General.

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

1400 Atwater Drive Malvern, PA 19355

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

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **May 3, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Basilio Salazar,
Coordinator of Social Emotional Learning

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Professional Development Services for Restorative Practices**

Background

Restorative Practices is an emerging social science that studies how to strengthen relationships between individuals as well as social connections within communities. We are partnering with the International Institute for Restorative Practices to host a three-day Train the Trainers onsite professional development event for thirty D300 staff members on the Fundamentals of Restorative Practices. This would provide each building with a certified trainer, who can, in turn, train staff within the building in Restorative Practices. The event will be held on July 25, 26, and 27, 2022. The cost of the program and materials is $37,430.00.

This contract will be funded through grants.

Recommendation

The administration recommends the board approve the contract as presented.

PROFESSIONAL SERVICES AGREEMENT

This Agreement is dated as of the Effective Date as set forth in Section 4.T below, and is by and between the Board of Education of Community Unit School District No. 300, Kane, McHenry, Cook, and DeKalb Counties, Illinois (the "School District"), and International Institute for Restorative Practices (the "Consultant").

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in this Agreement, the parties agree as follows:

SECTION 1. CONSULTANT.

A. **Engagement of Consultant.** The School District desires to engage the Consultant to perform and to provide all necessary professional consulting services (the "Services") as set forth in the Scope of Work (the "Scope") attached as Exhibit A to this Agreement. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.
The term of this Agreement shall be from the Effective Date of May 3, 2022 through July 30, 2022 and may be renewed at any time with agreement of both parties.

B. **Representations of Consultant.** The Consultant represents that it is sufficiently experienced and competent to perform the Services in a manner consistent with the standards of professional practice by recognized consultants providing services of a similar nature.

C. **Agreement Amount.** As compensation for administering the program, the School District will pay the Consultant the amounts set forth in the Scope to be paid in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq.* Theproposed expenses are set forth in Exhibit A to this Agreement. Any expenses that exceed $500 shall be first approved in writing by the School District's Superintendent.

D. **Claim in Addition to Agreement Amount.** If the Consultant desires to make a claim for additional compensation because of action taken by the School District, the Consultant shall provide written notice to the School District of such claim within 15 days after occurrence of such action as provided by Section 4.G, Notice, of this Agreement, and no claim for additional compensation shall be valid unless made in accordance with this Section. Any changes in the Agreement amount shall be valid only upon written amendment pursuant to Section 4.E, Amendment, of this Agreement. Regardless of the decision of the School District relative to a claim submitted by the Consultant, the Consultant shall proceed with all the work required to complete the Services under this Agreement as determined by the School District without interruption.

E. **Taxes, Benefits, and Royalties.** Each payment by the School District to the Consultant includes all applicable federal, state, and municipal taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs,

royalties, and fees arising from the use of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation because of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by the Consultant.

F. **Time of Performance.** The Consultant shall diligently and continuously prosecute the Services until the completion of the Services or upon the termination of this Agreement by the School District, as provided in Section 4.D.

G. **Reporting.** The Consultant shall regularly report to the School District's Superintendent, or the Superintendent's designee, regarding the progress of the Services during the term of this Agreement.

~~H. **Criminal Background Check.** The Consultant shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the School District due to a conviction of a crime listed in 105 ILCS 5/10-21.9 or who is listed in the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry. The Consultant shall make every employee who will be sent to any school building or school property available to the School District for submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before any employee or agent is sent to any school building or school property. The Consultant will reimburse the School District for the costs of the checks. The School District must provide acopy of the report to the individual employee, but is not authorized to release it to the Consultant.~~

I. **Replacement of Providers.** Upon the request of the School District, the Consultant shall replace any individual provider providing services to the School District with another qualified provider acceptable to the School District.

J. **Damage to Property.** In the event the School District's property is damaged by the Consultant, the Consultant shall, at the Consultant's sole cost, restore the property or any surrounding area. The restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the Consultant does not repair the damage within 14 days after receiving written notice from the School District, or a lesser time if the School District determines the damage creates an emergency, the School District may repair the damage and the Consultant shall reimburse the School District for the costs the School District incurs within 14 days after the School District provides a written invoice to the Consultant.

K. **School Closure.** If the School District's schools are or will be closed for ten consecutive student attendance days or more due to a cause beyond the School District's reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, pandemic, governmental act, or failure of the Internet, the School District may terminate the Agreement after providing five days written notice to the Consultant or the parties may amend the Agreement to account for appropriate payment related to the Services actually provided by the Consultant during the school closure.

SECTION 2. CONFIDENTIAL INFORMATION-TRADEMARKS.

A. **Confidential Information.** The term ***"Confidential Information"*** shall mean information in the possession or under the control of the School District relating to the educational, employee, student record, technical, business, or corporate affairs of the School District; School District students, School District property; user information, including, without limitation, any information pertaining to usage of the School District's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement.

B. **No Disclosure of Confidential Information by the Consultant.** The Consultant acknowledges that it shall, in performing the Services for the School District under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without the express prior written consent of the School District. The Consultant may disclose Confidential Information if consented to in writing by the School District, or if required pursuant to any judicial or administrative proceeding, but only after providing written notice to the School District of such potential release.

In addition, the Consultant shall comply with the relevant requirements of 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.*), regarding the confidentiality of student "education records" as defined in FERPA and "school student records" as defined in ISSRA.Any use of information contained in student education records to be released must be approved by the School District. To protect the confidentiality of student education records, the School District will limit access to student education records to those employees who reasonably need access to them to perform their responsibilities under this Agreement.

C. **Return of Confidential Information and School District Property.** Upon the termination of this Agreement, the Consultant shall return all Confidential Information and other property, documentation, or records belonging to the School District to the Superintendent.

D. **FOIA.** As an independent contractor of the School District, records in the possession of the Consultant related to this Agreement may be subject to the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/5-1 et seq.; 5 ILCS 140/7(2). The Consultant, at the Consultant's cost, shall immediately provide the School District with any such records requested by the School District to timely respond to any FOIA request received by the School District. The School District will review all such records to determine whether FOIA exemptions apply before disclosing the records, such that information properly exempt as proprietary or prohibited from release by other laws or exempt for other reasons will not be released. If the Consultant

refuses to provide a record that is the subject of a FOIA request to the School District and the Attorney General or a court of competent jurisdiction subsequently requires the release of the record or penalizes the School District in any way, the Consultant shall reimburse the School District for all costs, including attorneys' fees, incurred by the School District related to the FOIA request and records at issue.

SECTION 3. INDEMNIFICATION AND INSURANCE.

A. **Indemnification.** To the fullest extent allowed by law, Consultant agrees to reimburse defense costs, indemnify, and hold harmless the School District, its architect, general contractor, and owner's representative as well as their respective employees and agents, directors, partners and members and trustees (collectively "Indemnified Parties") from andagainst any and all claims, demands, actions, causes of action, liabilities, damages, losses, fines, penalties and expenses, including, without limitation, reasonable attorneys fees and expenses, resulting from or arising out of any injury to or death of any person, damage to any property, or other loss, cost or damage or expense arising out of or related to the following: (i) any acts, errors or omissions of Consultant, any employees of Consultant or any other person or entity for whom Consultant is responsible in connection with the performance of the services under this Agreement, whether or not lawful or within the scope of their employment; (ii) the failure of Consultant to comply with any law, statute, ordinance, code, rule, regulation or requirement of a public authority; (iii) an inquiry or investigation of Consultant by any public authority; or (iv)any breach by Consultant of any obligation of Consultant under this Agreement. The obligationsof Consultant under this Section shall not be construed to negate, abridge, or reduce other rights of any of the Indemnified Parties or Consultant's obligations of indemnification. The indemnification obligations set forth in this Section shall survive the termination of this Agreement.

B. **Infringement.** The Consultant warrants that no third party has any claim to any trademark, patent, or proprietary interest in any services Consultant provides to the School District. The Consultant will defend, hold harmless, and indemnify the School District against any claims brought by a third party against the School District to the extent based on an allegation that that any of the Consultant's products infringe any U.S. patent, copyright, trademark, trade secret, or other proprietary right of a third party.

C. **Insurance.** During the term of this Agreement, the Consultant, at its sole cost and expense, and for the benefit of the School District, shall carry and maintain the following insurance:

1. Comprehensive general liability and property damage insurance, insuring against all liability of Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence and Two Million Dollars ($2,000,000) general aggregate;

2. Professional Liability Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000) and the annual aggregate of not less than Three Million Dollars ($3,000,000);

3. Automobile liability Insurance with a combined single limit of One Million dollars ($1,000,000);

4. Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for Contractor's respective employees; and

5. Sexual abuse and molestation insurance with a combined single limit of One Million dollars ($1,000,000).

6. Umbrella liability insurance with a minimum combined single limit of One Million dollars ($1,000,000) per occurrence and One Million Dollars ($1,000,000) general aggregate.

All insurers shall be licensed by the State of Illinois and rated A+-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, sexual abuse and molestation, and property damage insurance policy shall name the School District, its Board, Board members, employees, agents, successors, its architect, general contractor, and owner's representative as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the School District. The Consultant shall provide the School District with certificates of insurance and/or copies of policies reasonably acceptable to the School 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 the School District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the School District by certified mail, return receipt requested.

D. **No Personal Liability.** No elected or appointed official or employee of the School District shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement.

SECTION 4. GENERAL PROVISIONS.

A. **Relationship of the Parties.** The Consultant shall act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement shall be construed to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the School District and the Consultant.

B. **Conflict of Interest.** The Consultant represents and certifies that, to the best of its knowledge, (1) no School District employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, the Consultant does not have any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated

with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. **License and Assignment of Rights.** To the extent that the Consultant has intellectual property rights of any kind in any pre-existing works that are subsequently incorporated in any work or work product produced in rendering the Services, the Consultant hereby grants the School District a royalty-free, irrevocable, world-wide, perpetual, non- exclusive license (with the right to sublicense) to make, have made, copy, modify, make derivative works of, use, sell, license, disclose, publish, or otherwise disseminate or transfer suchsubject matter. The Consultant further agrees that it will promptly make full written disclosure tothe School District, will hold in trust for the sole right and benefit of the School District, and hereby assigns to the School District, or its designee, all right, title, and interest throughout the world in and to any and all inventions, original works of authorship, developments, concepts, know-how, improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which they may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, developed for the School District in the course of providing the Services during the Term. The Consultant further acknowledge that the inventions, original works of authorship, developments, concepts, know- how, improvements, or trade secrets which are made by the Consultant (solely or jointly with others) within the scope of and during the period in which the Consultant is retained by the School District are "works made for hire" (to the greatest extent permitted by applicable law) for which compensation is being paid to the Consultant pursuant to this Agreement.

D. **Termination.** Notwithstanding any other provision hereof, the School District may terminate this Agreement at any time upon 30 days prior written notice to the Consultant. If this Agreement is so terminated, the Consultant shall be paid for Services performed and reimbursable expenses incurred, if any, prior to termination, not exceeding the value of the Services completed.

E. **Amendment.** No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.

F. **Assignment.** This Agreement may not be assigned by the School District or by the Consultant without the prior written consent of the other party.

G. **Notice.** All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, or (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail,

as evidenced by a return receipt.

Notices and communications to the School District shall be addressed to, and delivered at, the following address:

Community Unit School District No. 300
Central Office
2550 Harnish Drive
Algonquin, IL 60102
Attention: Chief Financial Officer

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

International Institute for Restorative Practices
Stephanie Gutierrez-Vega
Professional Development Specialist
531 Main St
Bethlehem, PA 18018
484-214-5200
sgutierrezvega@iirp.edu

H. **Third Party Beneficiary.** No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the School District.

I. **Provisions Severable.** If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

J. **Time.** Time is of the essence in the performance of this Agreement.

K. **Calendar Days and Time.** Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, federal, State, or School District holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal, State, or School District holiday.

L. **Governing Laws.** This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois.

M. **No Waiver.** The failure of either party to insist upon the performance of any of its

terms and conditions, or the waiver of any breach of any of the terms and conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions, but theyshall continue and remain in full force and effect as if no waiver had occurred.

N. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Agreement.

O. **Authority to Execute.** Each individual signing this Agreement on behalf of the entity that constitutes the School District and the Consultant, represents and warrants that the individual is duly authorized to execute and deliver this Agreement on behalf of the entity, and that this Agreement is binding on the School District and the Consultant, as the case may be, in accordance with its terms.

P. **Survival of Terms.** Sections 2, 3, and any provisions of this Agreement which by their very nature are intended to survive the termination or expiration of this Agreement will survive the termination or expiration of this Agreement and will inure to the benefit of and be binding upon the parties to this Agreement.

Q. **Exhibit.** Exhibit A is incorporated into and made part of this Agreement.

R. **Captions.** The captions at the beginning of the several paragraphs, respectively, are for convenience in locating the contents, but are not part of the context.

S. **Counterparts.** This Master Agreement may be executed in any number of counterparts, each of which shall constitute an original, but altogether shall constitute one and the same Master Agreement.

T. **Effective Date.** This Agreement shall be deemed dated and become effective on the date the last of the parties executes the Agreement as set forth below.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300	CONSULTANT
By: _____ Its: Chief Financial Officer	By: _____ Its: _____
Date:_____	Date:_____

Exhibit A
Scope

ONSITE PROPOSAL (3 INSTRUCTORS)

Date of Event: July 25th, 26th & 27th, 2022

IIRP Graduate School
531 Main Street
Bethlehem, PA
18018
(610) 807-9221
www.iirp.edu

Type	Item	Line Description	Quantity	Unit Price	Line Total
Training	Training of Trainers: Fundamentals of Restorative Practices	Onsite 3-day training/6.5 hours each day for up to 30 staff members with 3 instructors	3	$10,350.00	$31,050.00
Materials	IIRP Globe Ball	4 per person	120	$0.00	$0.00
Materials	Training of Trainers Kit: Fundamentals of Restorative Practices		30	$0.00	$0.00
Shipping Expenses	Shipping Cost	Estimate	1	$80.00	$80.00
Travel Expenses	Travel Expenses	Estimate	1	$6,300.00	$6,300.00
				Subtotal	**$37,430.00**
				Total	**$37,430.00**

Travel expenses may include airfare, ground transportation, lodging, meals, etc.

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified 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 have 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 Board of Education 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: Jamie R Kuntz

Title: Deanof Student Services

Dated: 05/17/22

SUBSCRIBED and SWORN TO before me
This 17th day of May, 2022.

NOTARY PUBLIC

Commonwealth of Pennsylvania - Notary Seal
DOLLY HADDAD - Notary Public
Lehigh County
My Commission Expires November 2, 2024
Commission Number 1382155

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **May 5, 2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Dr. Joseph Schumacher,
Assistant Superintendent for
Secondary Schools

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/10/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Approval of Out of District Travel**

Background

Per Board Policy 6:240, Board approval is required when student travel is to a state not contiguous with Illinois or is outside the continental U.S. Each trip authorization shall be based on the written rationale of the travel's educational value as well as the safety and welfare of the students involved.

Recommendation

The Administration recommends approval of the request as presented for student travel for Jacobs High School Dance Team in Orlando, Florida, February 2023.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **05/18/2022**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Shelley Nacke
Assistant Superintendent of Education Services

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	05/24/2022
BOE 2nd Reading	05/24/2022

SUBJECT: **Private Placement Facility Agreement**

Background

On February 4, 2022, ISBE filed emergency rules allowing school districts to place students in non-ISBE approved residential facilities when no ISBE-approved facility accepts the student or immediate placement is not available and allowing school districts to receive reimbursement for placements in such non-approved facilities if certain conditions are met. The emergency rules also allow for reimbursement when an ISBE Hearing Officer orders placement in a non-approved residential facility.

Current documentation for the 34-43 reimbursement was completed and approved by ISBE through 11/14/2022. The IEP team would then meet and review possible ISBE placements. This allows for reimbursement by ISBE for the schooling once the 2 per capita is met and 95-100% reimbursement for residential placement.

We have a student whose IEP team met and agreed that a residential placement would be appropriate. ISBE approved 34-43 for reimbursement.

Administrative Recommendation

The administration recommends approval of the contract with Shrub Oak, Monegan Lake, NY, for private placement services for $535,695.00 for the 22-23 school year.

Shrub Oak International School

3151 Stoney Street
Mohegan lake, NY 10547
(914) 885-0110

This Agreement is by and between **Shrub Oak International School**, a private provider of special education services in the State of New York, (the "Private Provider") and the **Community Unit School District 300** (the "Board"), collectively referred to herein as the "Parties."

WHEREAS, the Board is the local educational agency ("LEA") responsible for providing educational and related services for [redacted] ("the Student') pursuant to the Individuals with Disabilities Education Act (the "IDEA"); and

WHEREAS, the Parents determined that the Student should be placed for non-educational reasons at the Private Provider's program for the period starting on or about July 1, 2022 and ending on or about June 30, 2023; and

WHEREAS, the Board has agreed to fund the reasonable costs of special education provided to the Student at the Private Program; and

NOW THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree to the following terms:

1. The Private Provider agrees to provide the special education and services set forth in Paragraph 3 of this Agreement to the Student at its facility, which is located in Mohegan Lake, NY. The cost of the Private Provider's program shall be calculated using the following Annual/Monthly rate(s) for the Private Provider's services:

RATE(S): Annual Tuition Rate = $535,695.00

Monthly Obligation of the "Board"= $44,641.25

2. The term of the Agreement shall commence on July 1, 2022 and shall continue through June 30, 2023, unless terminated by either of the Parties, as set forth in this Agreement. The Parties currently anticipate that the Student will be able to transition to an appropriate, less restrictive facility at a time determined by the Planning and Placement Team. The PPT does not currently anticipate that the Student will be able to transition to a less restrictive setting during the term of this Agreement. The Private Provider will promptly notify the Board if the Provider determines that the Student should transition to a less restrictive facility during the term of this Agreement.

3. During the term of this Agreement, the Private Provider shall furnish to the Student the special education and related services outlined in the Student's individualized Education Program ("IEP"). The Parties agree that the Student will be provided with special education and related services, less lunch/recess, equivalent to the length of a regular school day for each regular school day. The specific hours of special education and related services will be articulated by the Private Provider at a Planning and Placement Team meeting. Those hours will then be set forth in writing in a Rider to this Agreement, which Rider shall be countersigned by the Parties and incorporated herein by reference.

4. The Parties agree that the services set forth in Paragraph 3 of this Agreement are sufficient to allow the Student to achieve the goals and objectives set forth in the above-referenced IEP. Should either Party believe at any point during the term of this Agreement that the services set forth in Paragraph 3 of this Agreement are not sufficient to achieve said goals and objectives, such Party shall immediately notify the other party, and the Parties shall meet without undue delay to discuss and revise the Student's program. Any agreement regarding programmatic revisions by the Parties shall be included in a written amendment to this Agreement, which shall be promptly executed by the Parties and attached hereto.

5. If consideration for the Student's placement in the program of the Private Provider and the provision of services consistent with Paragraph 3 of this Agreement, and provided that the Student is enrolled and consistently attending the program of the Private Provider, the Board shall make the following monthly payments to the Private Provider within thirty (30) days of receipt of appropriate monthly invoices and reports documenting services provided to the Student during the relevant month (as required by Paragraph 9 of this Agreement), which services provided shall be consistent with the services set forth in Paragraph 3 of this Agreement, from the Private Provider: **$44,641.25**

6. Professional staff employed by the Board shall have the right to obtain information from the Private Provider, including site visits to the Private Provider. The Board shall provide the Private Provider with signed consent from the Parents in advance of the first such visit or observation by any of the Board's professional staff members, if required by law. The Board agrees to provide at least twenty-four (24) hours' notice before conducting a site visit pursuant to this Paragraph. The Private Provider shall allow Board staff to access and review records maintained in accordance with Paragraph 9 of this Agreement during any site visit conducted during the term of this Agreement.

7. The Private Provider hereby represents that all staff members who will provide the services set forth in this Agreement hold the appropriate training, licensure and/or certification to provide said services. The Private Provider represents further that its staff has been subject to review of credentials and certifications, appropriate criminal background checks and checks under the relevant sexual offender registries to ensure that they are appropriately hired to provide services to students with disabilities. The Private Provider also represents that it has been duly accredited, licensed and/or approved to operate its program and that it will maintain such accreditation, licensure and/or approval for the duration of this Agreement. Upon request, the Private Provider shall provide criminal background information and/or proof of credentials, licensure and/or certification as to any staff working with the Student to the Board.

8. The Private Provider agrees that in providing services to the Student it will comply with at all times with the requirements of the Family Educational Rights and Privacy Act ("FERPA") and all other applicable state and federal laws relative to the maintenance and confidentiality of the Student's records. To the extent that educational records concerning the Student are created and/or maintained by the Private Provider as a result of the services provided under this Agreement, the Private Provider agrees that such records shall be considered the property of the Board and shall be returned to the Board upon request or upon the Student's discharge or disenrollment from the Private Provider. The Board shall have the right to review all educational records related to the Student and to confer with staff of the Private Provider regarding the Student or the Student's educational program. Pursuant to FERPA, the Private Provider shall not disclose or re- disclose any personally identifiable student information or educational records pertaining to the Student, as those terms are used under FERPA, without parental consent, except as otherwise authorized by law. No educational records of the Student shall be

destroyed without the express written consent of the Board, following appropriate notification procedures under State and Federal law. All employees and agents of the Private Provider will be trained regarding the requirements under FERPA concerning maintenance and disclosure of confidential student records and information. The Private Provider further agrees to notify the Board in writing immediately if there has been any unauthorized disclosure of the Student's educational records or personally identifiable student information.

9. The Private Provider represents, and agrees to provide proof upon request by the Board, that the rates charged for services in accordance with this Agreement are reasonable, customary, and commensurate with similar providers in the same geographical region. The Private Provider agrees to document and maintain records of all services provided to the Student and all payments made by the Board during the term of this Agreement. Such records shall be consistent with any guidance or standards developed by the New York State Department of Education and shall be provided to the Board on at least a monthly basis when requested. Such records shall document the scope and type of services provided to the Student on a daily, weekly and monthly basis, the number of sessions of such services provided on a daily, weekly and monthly basis, the date such service was provided, the length of time such service was provided, and the name and signature of the person providing such service. The Private Provider shall maintain such records for a period of five (5) years from the date of termination of this Agreement and shall promptly provide such records to auditors of the Board or the State of New York upon request made during the term of this Agreement or within five (5) years of the date of termination of this Agreement The Private Provider agrees to make available to the Board, upon request, records sufficient to allow the Board to reconcile the services actually provided to the Student with the services set forth in Paragraph 3 of this Agreement.

10. The Private Provider shall submit all documentation required by the Board for purposes of the Board submitting claims to the Medicaid School Based Child Health Program.

11. The Board may elect to end the Student's enrollment in the Private Provider's program, or otherwise terminate this Agreement, at any time upon written notice to the Private Provider. Except in the event of an emergency, such written notice shall be provided at least 60 days in advance of the Student's anticipated disenrollment from the Private Provider's program (hereinafter referred to as the “Date of Notice”). In the event that the Board elects to discharge the Student, or should the Board otherwise terminate this Agreement, the Student's educational program at the Private Provider shall be terminated and the financial responsibility of the Board to the Private Provider shall terminate as of the end of the month following the 60-day period commencing on the Date of Notice of the Student's disenrollment from the Private Provider's program.

12. If for any reason, the Private Provider determines that it can no longer provide appropriate services to the Student, the Private Provider may terminate this Agreement by written notice to the Board and a meeting will be held to coordinate transition of the Student to another program and/or placement, as appropriate. Except in the event of an emergency, such written notice by the Private Provider to the Board shall be provided at least sixty (60) days in advance of the Student's anticipated discharge from the Private Provider’s program.

13. Notices to Board: The Private Provider shall provide prompt notice to the Board: (a) in the event of any change in address of the Student, of the Student's new address; (b) upon execution, of the school calendar and, during the course of this Agreement, any changes thereto; and (c) in the event that a parent/guardian of the Student notifies Private Provider that the parent/guardian is seeking a PPT, mediation or a due process hearing over any matter pertaining to the Student.

14. Private Provider shall provide to the Board proof of Commercial General Liability insurance for claims arising out of any physical injury that occurs on the premises at which educational services are being provided pursuant to this Agreement in a manner satisfactory to the Board.

15. The Private Provider affirmatively represents that it does not discriminate on any basis prohibited by applicable state or federal law with regard to the admission of any student or in its hiring or employment practices, including on the basis of sex, sexual orientation, race, color, creed, religion, national origin, age, marital status, veteran status, disability or gender identity or expression. In carrying out the terms of this Agreement, the Private Provider shall comply with all applicable provisions of state and federal law, including, but not limited to the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §1400 *et seq.*,as amended, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, 42 U.S.C.§1983, FERPA and any other applicable laws including those related to restraint and seclusion and the mandated reporting of suspected child abuse and neglect.

16. The Parties agree and acknowledge that this Agreement does not create a joint employer relationship, nor should one entity be deemed an affiliate, subsidiary, division, agent or representative of the other.

17. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. In the event that any portion of this Agreement is found to be null and void under applicable law, such provision shall be deemed to be restated to reflect the original intentions of the Parties, as nearly as possible in accordance with the applicable law, and if capable of substantial performance, the remaining portions of the Agreement shall survive and be enforced as if this Agreement was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Agreement shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principle of law or equity.

18. This Agreement constitutes the entire agreement between the Board and the Private Provider, and supersedes all previous agreements and understandings, whether written or oral, related to such subject matter. Any modifications or amendments to this Agreement shall be in writing and signed by both Parties and attached to this Agreement.

19. This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without regard to conflicts of law rules. The Parties hereby agree that any dispute{s) arising under the terms of this Agreement shall be resolved by a court of competent jurisdiction within the State of New York, each Party to bear its own costs and expenses.

20. Whenever notice is given or required to be given by either of the parties hereto to the other, it shall be in writing and deemed to have been given: (i) when delivered or refused by hand during regular business hours; (ii) five (5) days after being sent by United States Postal Service, registered or certified mail, postage prepaid, return receipt requested; (iii) the next business day if sent by a reputable national overnight express mail service that provides tracing and proof of receipt or refusal of items mailed; or (iv) when sent if sent by facsimile or email during business hours, addressed to Private Provider or the Board, as the case may be, at the address or addresses, facsimile number or email address set forth below or such other addresses as the parties may designate in a notice similarly sent. Notices to Private Provider and The Board shall be delivered as follows:

If to Private Provider:

Lauren Koffler

Shrub Oak International School

3151 Stoney Street Mohegan Lake, NY 10547

If to Board

Community Unit School District 300

Assistant Superintendent of Student Services

2550 Harnish Drive

Algonquin, IL 60102

21. This Agreement shall be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall constitute one in the same agreement.

22. No waiver by any party of a breach of any provision of this Agreement, and no failure by any party to exercise any right or remedy relating to a breach of any provision of this Agreement, shall (a) constitute a waiver or relinquishment for the future of such provision, (b) constitute a waiver of or consent to any subsequent breach of such provision, or (c) bar any right or remedy of such party relating to any subsequent breach.

THE PRIVATE PROVIDER

_____ By: Lauren Koffler

as Head of Admissions

THE BOARD

_____ By:

[Duly Authorized Representative of the Board]

they are not certified to perform and the reason for their employment. The Board also agrees to include individuals employed through outside agencies in positions covered by this agreement.

ARTICLE III – NEGOTIATIONS PROCEDURES

A. ADMINISTRATION OF AGREEMENT

For the duration of this Agreement representatives of the Board and LEAD 300 will meet as necessary to review the administration of the Agreement and to resolve problems that may arise from time to time. Should such a meeting result in a mutually acceptable amendment to the Agreement, it shall be reduced to writing, ratified by both parties, and made a part of this Agreement.

B. SUCCESSOR AGREEMENT

The parties shall commence bargaining for a successor agreement on or before February 15 of the year in which the agreement expires. The parties shall bargain as per the Illinois Educational Labor Relations Act and its rules and regulations.

C. BINDING AND PRINTING COSTS

Copies of the Agreement shall be printed, posted on the D300 website and distributed to all members of the bargaining unit, administrators, and school board members. A sufficient supply for future employees and for Board and LEAD 300 use shall be determined by both parties and shall be kept on hand. The costs of binding and printing will be equally shared by both parties.

D. ~~COMMUNICATIONS~~ COLLABORATIVE COUNCILS

The ~~Board~~ Superintendent and LEAD 300, from time to time, by mutual agreement, may establish ~~communications~~ collaborative councils to deal with concerns and/or topics of mutual interest. These councils will operate on a consensus basis. The President of LEAD 300 will appoint the Association representatives, and the ~~Board~~ Superintendent, or ~~its~~ designee, will appoint the Administration representatives. The total number of people to be on any given council will be mutually agreed upon by the President of LEAD 300 and the ~~Board~~ Superintendent, or ~~its~~ designee. The following councils are established as a part of this negotiated agreement and others may be established at a later date.

1. Presidents' Council. The District agrees to establish with the concurrence of the bargaining units, a communication council consisting of the Superintendent and such other members of the administration as he/she may designate and the Presidents of the local bargaining units and such other representatives of the bargaining units as the Presidents may designate. The council will by mutual consent establish an annual schedule of meetings and a process for developing an agenda.

2. ~~LEAD 300/Administration~~ District Collaborative Council. A ~~communication~~ District Collaborative Council consisting of the Superintendent, Deputy Superintendent, the Administrator co-chairs of the Teaching and Learning Collaborative Councils ~~Director of Human Resources~~ and/or their designees, the LEAD 300 Executive Committee and the IEA

UniServ Director will be established and meet minimally twice each school year. ~~by mutual consent establish an annual schedule of meetings and a~~ The District Collaborative Council will by mutual consent establish a process for developing an agenda.

The District Collaborative Council will provide tight and loose requirements regarding processes and procedures for all other Teaching and Learning Collaborative Councils. This may include a staff survey to focus Collaborative Council work.

This council by mutual consent may also recommend that the Association and ~~Board~~ Superintendent (or designee) establish other councils~~, including a District Collaborative Council,~~ to address specific matters related to system performance and student achievement. The Association and ~~the Board~~ Superintendent (or designee) will mutually determine the composition and responsibilities of such other councils.

3. Teaching and Learning Collaborative Councils. The parties agree to create Teaching and Learning Collaborative Councils.

The purpose of the councils will be to:

a. Identify systemic problems/concerns and identify new topics for exploration with a goal of making recommendations to appropriate stake holders.

b. Provide an open forum to discuss District initiatives and programs.

c. Provide communication between teachers, building-level administration and district-level administration.

d. Maintain consistent communication between all schools.

There will be eight committees:

Teaching and Learning Collaborative Council Committees	**Members**
Early Childhood (Pre-K/Kindergarten)	• Director of Early Childhood Education (or designee) (co-chair) • LEAD Pre-K-Elementary Specials VP or designee (co-chair) • Up to eight additional administrators to be determined by Superintendent • The following teachers appointed by LEAD: • 3 Kindergarten teachers, 1 from each HS feeder pattern • 1 Pre-K Speech/Language pathologist • 1 LEAP Pre-K teacher • 2 satellite Pre-K teachers, 1 self-contained, 1 blended • 3 deLacey teachers, 1 self-contained, 1 blended, 1 PFA
Elementary School (K-5)	• Assistant Superintendent of Elementary Schools (or designee) (co-chair) • LEAD Elementary School VP or designee (co-chair)

	• Up to eight additional administrators to be determined by Superintendent • 1 LEAD member from each elementary building (1~~7~~8) appointed by LEAD • 1 Elementary Specials Rep (if none of the building res are from elementary specials)
Middle School (6-8)	• Assistant Superintendent of Secondary Schools (or designee) (co-chair) • LEAD Middle School VP or designee (co-chair) • Up to eight additional administrators to be determined by Superintendent • The following middle school teachers appointed by LEAD: • 1 AMS CORE • 1 AMS Non-CORE • 1 CMS CORE • 1 CMS Non-Core • 1 DMS CORE • 1 DMS Non-CORE • 1 HMS CORE • 1 HMS Non-CORE • 1 WCS CORE • 1 WCS Non-CORE • 1 Oak Ridge ~~• 1 ELA~~ ~~• 1 Math~~ ~~• 1 Science~~ ~~• 1 Social Studies~~ ~~• 1 Art~~ ~~• 1 Music~~ ~~• 1 P.E.~~ ~~• 1 Exploratory~~ ~~• 1 Special Education~~ ~~• 1 ESL/Bilingual~~ ~~• 1 Related Service~~ ~~• 1 Oak Ridge~~
High School (9-12)	• Assistant Superintendent of Secondary Schools (or designee) (co-chair) • LEAD High School VP or designee (co-chair) • Up to eight additional administrators to be determined by Superintendent • 1 Teacher appointed by LEAD from each of the following areas: • 1 Dundee-Crown HS Core • 1 Dundee-Crown HS Non-Core • 1 Jacobs HS Core • 1 Jacobs HS Non-Core • 1 Hampshire HS Core

	• 1 Hampshire HS Non-Core • 1 High School Special Education Rep. • 1 High School Guidance Counselor • 1 Oak Ridge Rep.
Low Incidence	• Assistant Superintendent of Ed Services or designee (co-chair) • LEAD Special Education Committee Chair or designee (co-chair) • Up to five (5) additional administrators to be determined by Superintendent or designee • The following Education Services members appointed by LEAD: • 2 Elementary Low Incidence teacher (Multi-needs, LEAP Functional, LIFE) • 2 Middle School Low Incidence teacher (Multi-needs, LEAP Functional, LIFE) • 2 High School Low Incidence teacher (Multi-needs, LEAP Functional, LIFE) • 1 300+ Teacher • 1 Speech-Language Pathologist • 1 social worker • 1 psychologist • 1 school nurse
High Incidence	• Assistant Superintendent of Ed Services or designee (co-chair) • LEAD Special Education Committee Chair or designee (co-chair) • up to five (5) additional administrators to be determined by Superintendent or designee • The following Secondary Education Services teachers appointed by LEAD: • 1 Elementary High Incidence Resource teacher • 1 Elementary High Incidence Title Resource Teacher • 1 Elementary High Incidence Self-Contained teacher (SOAR, LDSC, LEAP) • 1 Middle School High Incidence Resource teacher • 1 Middle School High Incidence Self-Contained teacher (SOAR, LEAP) • 2 High School High Incidence Resource teacher • 1 Oak Ridge teacher • 1 Speech-Language Pathologist • 1 social worker • 1 psychologist • 1 school nurse
~~Elementary Education Services~~	~~• Assistant Superintendent of Ed Services (or designee) (co-chair)~~ ~~• LEAD Special Education Committee Chair or designee (co-chair)~~

	~~• up to eight additional administrators to be determined by Superintendent~~ ~~• The following Elementary Education Services teachers appointed by LEAD:~~ ~~• 2 High Incidence~~ ~~• 2 Low Incidence~~ ~~• 1 Speech Language Pathologist~~ ~~• 1 social worker~~ ~~• 1 psychologist~~ ~~• 1 School nurse~~ ~~• 1 Title 1 SPED~~ ~~• 1 member of the RTI committee~~
Secondary Education Services	~~• Assistant Superintendent of Ed Services (or designee) (co-chair)~~ ~~• LEAD Special Education Committee Chair or designee (co-chair)~~ ~~• up to eight additional administrators to be determined by Superintendent~~ ~~• The following Secondary Education Services teachers appointed by LEAD:~~ ~~• 2 HS High Incidence~~ ~~• 2 HS Low Incidence~~ ~~• 2 MS High Incidence~~ ~~• 2 MS Low Incidence~~ ~~• 1 Oak Ridge~~ ~~• 1 300+~~ ~~• 1 Speech Language Pathologist~~ ~~• 1 social worker~~ ~~• 1 psychologist~~ ~~• 1 School nurse~~ ~~• 1 Title 1 SPED~~ ~~• 1 member of the RTI committee~~
~~RtI (Response to Intervention)~~ MTSS (Multi-Tiered Systems of Support)	• Director ~~Coordinator~~ of MTSS ~~RTI~~ (or designee) (co-chair) • LEAD designee (co-chair) • Up to eight additional administrators to be determined by Superintendent • The following members appointed by LEAD: • 1 elementary psychologist • 1 secondary psychologist • 1 SPED social worker • 1 Mental Health Social Worker • 1 Reading Interventionist • 1 Math Interventionist • 1 Academic Coach (ELA, Math, EL, etc.) ~~• 1 literacy teacher~~ • 1 ELL teacher • 3 SPED teachers, 1 each from HS, MS & elementary

	• 3 general education teachers, 1 each from HS, MS & elementary • 1 Dual Language Teacher • 1 Early Childhood Teacher • 1 SLP

~~EB (Emergent Bilingual)~~
EL (English Learners)
	• Assistant Superintendent of Curriculum and Instruction (or designee) (co-chair)
	• LEAD designee (co-chair)
	• Up to eight additional administrators to be determined by Superintendent
	• The following members appointed by LEAD:
	• Elementary teachers
	  ○ 4 TPI
	  ○ 6 Dual Language
	• 4 Secondary TPI/TBE/Dual teachers
	• 2 ~~EB~~ EL SPED (one elementary, one secondary)

• Administrators selected should be appropriate to the collaborative council to which they are assigned.

As needed the Administration and LEAD shall jointly sponsor one large group training meeting after school and without compensation for all collaborative council members. Meeting agendas will be created jointly. Each committee shall meet a minimum of ~~four~~ two times per year. Each committee may mutually agree to schedule additional meetings. Each committee may meet up to two (2) full school days (in half-day or full-day increments), with substitutes provided by the District. A committee may choose to meet more frequently after school hours and without compensation.

Each committee shall establish written ~~guidelines/~~norms aligned to the guidelines provided by the District Collaborative Council. Membership on the committees is voluntary and members can be removed by agreement of the committee co-chairs and replaced as vacancies arise. The Superintendent (or designee) and LEAD President are considered ex-officio members of all collaborative council committees. Members may be added to each committee by agreement of the Superintendent and LEAD President.

Neither the Board nor the Association, through participation in communication council discussions, waives its right to engage in formal collective bargaining or to declare any issue non-negotiable within the meaning of the Illinois Educational Labor Relations Act as interpreted by IELRB rules, regulations or decisions or judicial interpretations thereof, unless such party expressly agrees to such waiver in writing.

ARTICLE IV - EFFECT OF AGREEMENT

A. UNDERSTANDINGS

The parties mutually agree that the terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties hereto which may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual written consent of the parties in an amendment hereto. The parties agree that those practices in

unit who have contracts between .51 and .75, half-time dues for all members of the bargaining unit who have contracts between .26 and .50 and .25 dues for members of the bargaining unit who have contracts .25 or less.

The Board agrees to remit, within ten (10) days all amounts collected, with respect to this provision, to LEAD 300, along with a list of members of the bargaining unit for whom such deductions were made, and the amount deducted. The dues deduction shall continue from year to year unless revoked in writing by the member.

LEAD 300 agrees to indemnify and hold the Board harmless against any liability which may arise by reason of any action taken by the Board in complying with the provisions of this Section.

The Board agrees to promptly notify LEAD 300 in writing of any claim, demand, suit, or other form of liability in regard to which it will seek to implement the provisions of this Section.

H. PRESIDENT RELEASE TIME

The Board and LEAD 300 agree that the Association shall have available the equivalent of 1.16 FTE of member of the bargaining unit time for the purpose of conducting Association business. If LEAD 300 elects to use this time to release members from part or all of their assignment for a particular school year, the Association shall notify the District by March 1 of the year preceding. Members so released must be released in increments of no less than .5 FTE. LEAD 300 shall reimburse the District the cost of employing replacement members of the bargaining unit at a rate equal to Step 1, Lane 1, of the Salary Schedule included as part of the negotiated agreement. Members so released shall be considered members of the bargaining unit, and their released status under this Article shall in no way be construed as a break in employment or interruption or surrender of tenure rights the individual released may possess. Members so released shall be considered employees of the District and be compensated as provided for in the negotiated agreement. The Superintendent may extend additional days at association expense upon request for special circumstances. This agreement shall be in effect for the duration of the current agreement and be renewed thereafter on an annual basis subject to the mutual agreement of the Board and LEAD 300.

The LEAD president serves for 1824 days. However, the District recognizes that there are issues that arise that require the continued collaboration between D300 staff and LEAD 300. As such, an additional 15 days may be contracted on an extended calendar of fifteen (15) days, excluding the five (5) snow days. The LEAD executive board shall submit a formal request annually to the district Board of Education (on LEAD 300 letterhead) each fall on or before May 1st of each year. The request shall outline the work to be performed as it relates to employee transfers, reduction in force, boundary changes, employee discipline, referendum, memoranda of understanding, or to finalize letters of agreement. These extra days will be processed via extra pay sheets at the president's current per diem rate.

The release of up to two additional officers of the Association in increments of no less than .25 FTE shall also be possible through mutual agreement between LEAD 300 and the Board. Such release would be for projects or programs of mutual interest to the district and would be subject to mutual agreement.

I. USE OF SCHOOL BULLETIN BOARDS

O. LEGAL COUNSEL IN ASSAULT CASES

The District will provide the same level of protection and benefit as is offered to the administrative employee group.

P. HANDLING COMPLAINTS AGAINST MEMBERS OF THE BARGAINING UNIT

Members of the bargaining unit shall be notified of any written complaints by members of the public regarding the performance of their duties. The Board and/or Administration shall furnish a copy to the member of the bargaining unit of any written complaints, and the member of the bargaining unit shall be allowed to attach a written statement of rebuttal. If upon investigation, it is found that the complaint has no merit, then the documents will be expunged from the Personnel file of the member of the bargaining unit. Documents related to the complaint and its disposition may be kept in a confidential file maintained by the District for archival purposes.

The Board of Education has adopted procedures in A.R. 5:80-AP, which is attached as Appendix H, for interviewing staff and other persons and when being investigated by an outside agency. A discipline flowchart is also included in Appendix B.

ARTICLE VIII – BOARD RIGHTS

The Board retains and reserves the ultimate responsibility for proper management of the School District conferred upon and vested in by any and all statutes including School Code and the Illinois Educational Labor Relations Act, Board Policy, and the Constitution of the State of Illinois and that of the United States and will follow such laws.

ARTICLE IX – WORKING CONDITIONS

A. CALENDAR CONSULTATION

The Superintendent shall consult with the Association regarding the construction of the school calendar for the coming school years. The Association's position will be a part of the written presentation to the Board when the Superintendent makes a recommendation for the coming school year**.** The LEAD 300 President and/or his/her designee will serve on a joint LEAD 300/District Calendar Committee. The purpose of the committee is to provide input to the Superintendent for the school calendar. The committee shall also evaluate school calendar issues including but not limited to parent-teacher conference days and teacher check-out day. The deadline for the recommendation from this committee shall be November 30th of each year. The calendar shall be posted on the District's website by the Board. The per diem shall be calculated based on the regular school calendar, excluding snow days.

B. IN-SERVICE DAYS

There will be ~~up to~~ three days of in-service/pre-planning scheduled at the beginning of each school year. ~~Two~~ All three of the in-service/pre-planning days at the beginning of the school year will be scheduled from 8:00 a.m. - ~~1~~3:00 p.m. On one of the three days, teachers will be provided time between 1:00 p.m. and 3:00 p.m. for the purposes of class room preparation and first day

planning. ~~Beyond this time teachers may use their discretion in preparation for the new school year~~. Administrators will not schedule any mandatory meetings that interfere with this preparation time.

All other full in-service days shall be scheduled from 8:00 a.m. - 3:00 p.m. Part-time teachers will attend all in-service days as indicated on the Board-approved calendar. Part-time teachers will be compensated for the difference between 1.0 and their FTE times their per diem rate. For example, a part time teacher with a 0.6 FTE status would attend the full-day in-service and would be compensated an additional 0.4 of their per diem rate for that day. Each part-time teacher will submit an extra pay sheet to receive the additional compensation.

C. e-LEARNING POLICIES and PROCEDURES GUIDELINES

I. e-Learning – District 300 may implement e-Learning in an effort to minimize disruptions that occur as a result of inclement weather and to recapture lost instructional time.

II. Make Up Days – D300 will utilize the Board approved Kane County In-service date as an e-learning date to ensure continuity of instruction and to serve a one of five makeup dates resulting from school closure due to inclement weather.

III. Assignments – Assignments will mirror activities commonly utilized in traditional classroom instruction. Assignments will align to the scope and sequence of the courses to promote relevance to the topics/themes being taught.

The e-Learning date will reflect only those classes taught on the date that the actual school closure occurred.

IV. Grading - While the calendar splits content areas to be addressed on each e-Learning day, teachers may use their discretion to implement cross-curricular activities. However, we acknowledge that some classes cannot be readily supported through e-Learning as the required equipment and hands-on nature of the course limit our ability to replicate experiences online (e.g., automotive, carpentry, electrical, cooking, theatre, drivers education, and sewing to name just a few).

Grading of assignments is at the discretion of the teacher and is related to the lessons intent. Lessons that introduce new concepts or units are vastly different than assignments used to evaluate or provide evidence of learning/mastery.

V. <u>Procedures/Policies</u>

The use of the e-learning date is predetermined and has been identified on the school calendar. Staff will upload their e-learning assignments no later than the Tuesday of Thanksgiving break to their Haiku page. Staff will direct students to download content from Haiku to their Chromebook at least one week prior to the scheduled e-Learning date.

Attendance will be determined by a student's login information and the completion of assignments. Incomplete or missing work will be assigned the appropriate grade and will result in an unexcused absence. However, students will only be marked absent for the classes that they failed to complete assignments for.

Classroom teachers and special education teachers should work together to ensure that work is

appropriate and accommodations are made for students with special needs (e.g. IEP and 504 Plans). Support minutes lost during emergency closures will be adjusted and will be delivered upon the students return or on the designated make up dates per the school board approved calendar. E-Learning lessons and activities must also support our English Language Learners.

D. DUTY FREE LUNCH PERIOD

Certified members of the bargaining unit shall have a duty free lunch period of not less than 30 minutes exclusive of passing time. Certified members of the bargaining unit may leave the building for their lunch period, following notification to the main office.

Due to the nature of their positions, non-certified school nurses are required to be available during their lunch period to service students. Therefore, lunch periods shall be paid at their normal hourly rate of pay.

E. PLAN TIME

An individual plan period shall be defined as the time during the day when a teacher is not delivering instruction to students or having his/her assigned lunch. It is at the teacher's discretion as to how to manage this time. Use of the plan period shall be restricted to the performance of professional duties connected with the teaching assignment such as a time when teachers prepare or modify lesson plans or labs, grade papers, contact/meet with parents, assist students who have requested help, or meet with other staff or administration as necessary. Administrators may schedule meetings during plan time as long as the meetings are scheduled in advance.

This period is not to be considered assignable student contact time in a teacher's daily schedule. Teachers are not free to leave the building during plan periods without the express permission of their immediate supervisor. In certain circumstances, it may be necessary to meet during plan time without notice to address time-sensitive issues, such as, student or school safety issues.

1. Pre-K

Pre-K teachers shall be scheduled for a minimum of 150 minutes of individual plan time a week to use for preparation and planning. Administration will make a good faith effort to schedule so that teachers will receive thirty (30) consecutive minutes a day of plan time between the time students are to be in class and the time students are excused at the attendance center. For half day programs, plan time will take place between AM and PM sessions. For full day programs, plan time will take place as determined through the site-based decision making process.

Specialists such as, speech-language pathologists, etc. shall be afforded planning time as would general education teachers.

~~1~~2. Elementary School

~~Elementary general education~~ Teachers and related services staff at the elementary level who receive plan time shall be scheduled for a minimum of ~~150~~ 205 minutes of individual plan time a week to use for preparation and planning. Administration will make a good faith effort to schedule so that teachers will receive thirty (30) consecutive minutes a day

of plan time. ~~between the time students are to be in class and the time students are excused at the attendance center; and/or during any time his/her classes are receiving instruction from teaching specialists such as music, physical education, art, or other special classes or as determined through the site-based decision making processes.~~

Due to elementary scheduling, the remaining 55 minutes per week may not be scheduled in consecutive minutes.

In the event Administration cannot schedule a teacher to receive 205 minutes of individual plan time per week, the teacher will be compensated per academic quarter at the non-instructional rate per hour.

Teachers will ONLY be eligible to receive this compensation in the event Administration does not schedule the teacher for a total of 205 minutes of individual plan time per week.

In the event a teacher independently chooses to schedule student contact minutes during the teacher's administratively assigned plan time, the teacher will not be compensated for the forfeited plan time.

In the event a teacher is required to respond to a building or student emergency during the teacher's administratively assigned plan time, the teacher will not be compensated for the forfeited plan time.

The District staffing committee will annually review schedules in order to minimize situations that do not meet these guidelines.

~~Specialists such as music, physical education, media, art, STEM, special education teachers, academic interventionists, speech and language pathologists, etc. shall be afforded planning time as would general education teachers.~~

~~2~~3. Middle School

Teachers at the middle school level who are organized into teams are expected to meet as teams four days a week. The building principal and team leader will meet to schedule team plan time at the beginning of the school year and on an ongoing basis (at least quarterly) review and revise the team and/or personal planning schedule as necessary. One day a week team teachers will be afforded double personal plan time. Team plan time will be consistent with personal plan time and the average class meeting time. In the event a personal plan and team plan are combined (or double blocked) on a given day the equivalent amount of personal plan will be afforded to the team teachers within a week. Double blocking team time should be scheduled with a minimum of a two week notice to the team teachers.

Teachers who are not assigned to a team but who have team plan time in their schedule, may use this time as a personal plan period, a conference period, or to collaborate with other staff.

~~3~~4. High School

Under a nine period school day, teachers at the high school level will receive a minimum of two plan periods. Such periods shall be equal in length to class periods.

F. CO-TEACHING

Co-teaching is an instructional delivery approach in which collaboration between a general education teacher and a special education teacher or related service provider ~~certified support staff (including, but not limited to, a special education teacher, related service provider, or other certified support staff)~~ share responsibility for planning, delivery and evaluation of instructional techniques for a group of students. Both the general education teacher and certified support staff collaboratively design and teach lessons to meet the needs of all students within the general education setting.

Co-teaching presents unique needs and supports as follows:

1. Administrative support
2. Staff involved need to be fully invested in the process. Participation in co-teaching is to be voluntary on the parts of both educators involved.
3. Staff development and training: Staff participating in co-teaching will be provided proper initial training, on-going training and staff development.
4. Plan time: If schedules allow, teachers involved in a co-taught classroom will be provided a common plan period daily. If this is not possible, each co-teaching team will be allotted one (1) hour per week of co-planning time outside of the instructional day. These hours will be paid per person at the non-instructional rate.

G. TRAVELING MEMBERS OF THE BARGAINING UNIT

Traveling members of the bargaining unit on any level shall be afforded preparation periods and lunch periods as would any other member of the bargaining unit in the District. Traveling time shall be included as part of the standard assignment.

Members of the bargaining unit traveling daily between assignments shall have their assignable time reduced by the amount of time they spend traveling plus a reasonable amount of time to disengage from their first school and to prepare for the next class. Members of the bargaining unit traveling between assignments during contractual time shall be eligible for travel reimbursement.

Members of the bargaining unit, who are assigned to multiple buildings, or multiple levels, shall be provided with a schedule showing the times they are assigned to particular buildings, or levels and the time set aside for travel. Any changes to that schedule are to be communicated to the member by the Human Resources Department.

H. TEACHER LOAD

The Board of Education and LEAD 300 understand best practices regarding class size and the direct impact these practices have on education. The Board of Education agrees to make every effort to keep class sizes at a reasonable number. To that extent, the Board of Education and LEAD agree to form a joint class size committee to monitor class size and to continue to explore options to reduce class sizes in order to create academically sound environments within budgetary and facility constraints. This committee shall be compromised of up to 7 LEAD members, the Assistant Superintendent of Human Resources and relevant Academic Assistant Superintendents. The committee shall meet two times per school year.

to be part of the teacher's load when the teacher is the individual primarily responsible for evaluating the student's progress.

d. A full time teaching load shall be five (5) classes per day with the exception of music and PE (as detailed below). Each 1.0 FTE teacher assigned at the high school level, excluding Oak Ridge, will be assigned a workload accordingly:

- 5 periods of classroom assignments
- 1 period of supervision, e.g., compliance period for educational services staff, ASP, lunchroom, tutoring center, study hall, etc.
- 1 period for duty free lunch
- 2 periods of planning/preparation

e. For the 2022-2023 school year, each 1.0 FTE PE teacher will be assigned a workload of 6 periods of classroom assignments per day.

i. In the case that a teacher is assigned PE classes only, that teacher will teach 6 classes with no supervisions.

ii. In the case that a teacher is assigned any combination of PE and non-PE classes (examples include, but are not limited to, Health, Driver Ed, US History, etc.), that teacher will teach 5 classes and 1 supervision.

iii. At the teacher's discretion, an individual teacher who has a combination of PE and non-PE courses could elect to teach a 6th section in lieu of supervision. There will be no additional compensation for a teacher who elects this option.

Beginning in the 2023-2024 school year, high school PE teachers will be assigned the same work load as other full time teachers (with the exception of music).

~~D300 and LEAD 300 shall utilize the 2019-20 school year to review the staffing of secondary physical education teachers in order to develop a plan to address the concern related to differing teaching assignments (e.g. teaching a 6th class versus an assigned supervision period) This timeline will allow for D300 and LEAD 300 to examine staffing assignments (e.g., sections for PE, Health and Drivers' Ed or others), certifications, and seniority. The resulting data will be used to determine the best process in which to address this interest. If it is determined that the interest can be addressed through the reassignment of existing staff regardless of current assignments (e.g. school level or school building) then that shall be the process followed. This timeline will allow D300 and LEAD to communicate any resulting mandatory staffing transfers that may be required in order to address this interest for the 2020-21 school year.~~

f. High school band programs that enroll 100-150 students constitute a full time position (FTE). High School orchestra programs that enroll 75-125 string students constitute a full time position (FTE). Instrumental music teachers who travel between buildings shall have the actual travel time plus a reasonable amount of time for set up and take down deducted from their assignable student contact time. Vocal music teachers may be assigned up to 190 full time students at one

b. Middle school and high school counselors with approval from their supervisor may choose to flex up to three work days in order to deliver curriculum at night to parents and students. Work hours would be modified from the normal contractual hours in order to accommodate the night presentations. Curriculum topics could include, but are not limited to, financial aid, college and career planning, orientation night, AVID, senior awards and course selection.

c. Support services such as media centers will be open and ready to accept classes and students on the first day of student attendance. Media centers may go to a restricted schedule during the final week of student attendance to provide time for the recovery and inventory of media.

I. OAK RIDGE SCHOOL

Notwithstanding any other provision of this Agreement, the student contact hours at Oak Ridge School shall be 1,800 minutes per week.

J. CLASS SIZE REPORTS

Upon request from LEAD 300, Human Resources will electronically furnish a report on class size for each teacher, by base building, to the LEAD 300 President.

K. LAB BASED CLASSES

In high school lab based classes, as identified by the curriculum guide (ex., Biology, Foods, Woods, Electricity, etc.), students will not exceed the number of lab stations in each classroom.

L. DRIVERS EDUCATION

No more than 3 students shall be in a moving vehicle while participating in behind the wheel instruction in Driver's Education.

M. PSYCHOLOGISTS, SOCIAL WORKERS, MS/HS COUNSELORS EXTENDED SCHOOL YEAR

School Psychologists

School Psychologists will be contracted on an extended calendar year for up to fifteen (15) days beyond the 182~~1~~ LEAD contracted, excluding the five (5) ~~snow~~ emergency days.

School Psychologists will submit extra pay sheets for the days worked above the LEAD contractual days.

Any days worked beyond the 182 LEAD contracted days shall be paid at the individual's per diem rate. TRS creditable earnings will be reported in the school calendar year the days were worked.

School Social Workers

Each school will be allocated a total of seven (7) work days per School Social Worker

(Special Education and Mental Health) beyond the 182 LEAD contracted days.

Social Workers may choose to work up to seven (7) days beyond the 182 LEAD contracted days, excluding the five (5) emergency days. These additional days will be guaranteed if requested.

Social Workers may request additional days beyond the seven (7) days allocated per Social Worker. These additional days will only be approved as long the Social Worker's assigned school has days remaining within the school's total allocation. Days requested beyond the seven (7) allocated days must be approved by an administrator.

All additional days worked beyond the 182 LEAD contracted days must be scheduled in collaboration with the building principal or designee. Social Workers will submit a work plan to the principal or designee outlining the work to be completed on these days. These days can be scheduled over school breaks.

Social Workers will submit extra pay sheets for the days worked above the LEAD contractual days.

Any days worked beyond the 182 LEAD contracted days shall be paid at the individual's per diem rate. TRS creditable earnings will be reported in the school calendar year the days were worked.

High School Counselors

Each High School will be allocated a total of fifteen (15) work days per Counselor beyond the 1821 ~~1~~ LEAD contracted days.

High School Counselors must work a minimum of seven (7) days beyond the 1821 ~~1~~ LEAD contracted days, excluding the five (5) ~~snow~~ emergency days.

High School Counselors may choose to work between eight (8) and fifteen (15) days beyond the 1821 ~~1~~ LEAD contracted days. These additional days will be guaranteed if requested.

High School Counselors may request additional days beyond the fifteen (15) days allocated per Counselor. These additional days will only be approved as long the Counselor's assigned High School has days remaining within the school's total allocation. Days requested beyond the fifteen (15) allocated days must be approved by an administrator.

All additional days worked beyond the 1821 ~~1~~ LEAD contracted days must be scheduled in collaboration with the building principal or designee. High School Counselors will submit a work plan to the principal or designee outlining the work to be completed on these days. These days can be scheduled over school breaks.

High School Counselors will submit extra pay sheets for the days worked above the LEAD contractual days.

Any days worked beyond the 182 LEAD contracted days shall be paid at the individual's per diem rate. TRS creditable earnings will be reported in the school calendar year the days were worked.

Middle School and Oak Ridge Counselors

Each Middle School will be allocated a total of seven (7) work days per Counselor beyond the 182 LEAD contracted days.

Middle School Counselors must work a minimum of three (3) days beyond the 182 LEAD contracted days, excluding the five (5) emergency ~~snow~~ days.

Middle School Counselors may choose to work between four (4) and seven (7) days beyond the 182 LEAD contracted days. These additional days will be guaranteed if requested.

Middle School Counselors may request additional days beyond the seven (7) days allocated per Counselor. These additional days will only be approved as long the Counselor's assigned Middle School has days remaining within the school's total allocation. Days requested beyond the seven (7) allocated days must be approved by an administrator.

All additional days worked beyond the 182 LEAD contracted days must be scheduled in collaboration with the building principal or designee. Middle School Counselors will submit a work plan to the principal or designee outlining the work to be completed on these days. These days can be scheduled over school breaks.

Middle School Counselors will submit extra pay sheets for the days worked above the LEAD contractual days.

~~Middle School Counselors may be offered an extended calendar of up to seven (7) days beyond the regular school calendar, excluding the five (5) snow days, based on building and student needs.~~

Any days worked beyond the 182~~1~~ LEAD contracted days shall be paid at the individual's per diem rate. TRS creditable earnings will be reported in the school calendar year the days were worked.

N. ~~DLC~~ DISTRICT INSTRUCTIONAL COACHES FLEX DAYS

Digital Learning Coaches will flex up to five work days within the Board of Education approved school calendar in order to ensure that the fidelity of the District LMS and digital learning tools are in place for instruction. Digital Learning Coaches will annually submit a calendar for approval by the Director of Innovation and Digital Learning outlining their modified schedule. Two of the five flex days will be the District identified PTC days; the other three will be identified jointly with the Director of Innovation and Digital Learning.

All other District Instructional Coaches will flex up to five work days within the Board of Education approved school calendar and will annually submit a calendar for approval by their direct supervisor outlining their modified schedule. Two of the five flex days will be the District identified PTC days; the other three will be identified jointly with each District Instructional Coach's respective supervisor.

O. ARRIVAL AND DEPARTURE TIMES

Certified members of the bargaining will be expected to be on site fifteen (15) minutes before and five (5) minutes after the student instructional day. In addition, members shall work weekly

minutes as outlined below. In weeks that there are less than five (5) student instructional days, the minutes will be prorated in accordance with the number of student instructional days within that week. It will be at the member's discretion when these minutes are worked, but shall occur adjacent to the student instructional day. Mandatory meetings that are scheduled in advance (e.g. faculty or department meetings) shall take precedence over the member's discretion and must be factored into the additional weekly minutes defined below. This shall not be assignable student supervision time but extra pay supervision may be offered in this time frame.

Pre-K	100 minutes
Elementary	100 minutes
Middle/Oak Ridge	100 minutes
High	100 minutes

All certified LEAD members will work a maximum of 1824 ~~1~~ contractual days. The last student attendance day is considered the last contractual workday. Any member who is required to be onsite beyond the 1824 ~~1~~ contractual days will be compensated at their per diem rate of pay, excluding those items compensated at an hourly rate such as items referenced in extra-pay (Appendix D) and pre-K summer screenings.

P. FACULTY AND DEPARTMENT/DIVISION MEETING

Faculty and department/division meetings will be held for no more than 60 minutes per month and a school year schedule will be provided within the first two weeks of the school year. If held outside of the contractual workday, the meetings will be held adjacent to the student instructional day and will count towards a member's additional required minutes, as outlined in section O of this Article.

Q. EARLY RELEASE DAYS FOR STANDARD BASED REPORT CARDS

Elementary teachers required to complete standard based report cards shall be provided one (1) K-5 early release day per grading period built into the District Calendar to complete report cards and student records. The deadline for submitting report cards will comply with the calendar provided by the Student Information System team.

R. LATE START/EARLY RELEASE – PART TIME MEMBERS

Prior to the first instructional day, part-time teachers will confer with their building administrator to establish the schedule regarding late starts/early release. Part-time teachers will attend a pro-rated number of late start/early release dates based on their FTE status. For example, if there are 15 early releases in a school year, a part-time teacher with an FTE status of 0.6 will attend 9 early releases. Late starts/early releases focusing on professional development activities will be prioritized over other late starts/early releases. Part-time employees may elect to attend additional late starts/early releases but will not be compensated.

S. NOTICE OF DISTRICT LEVEL CHANGES

Potential changes to the structure of the school day will be discussed in Collaborative Council. If a new schedule is proposed during the duration of the contract and Administration and LEAD cannot reach an agreement on the impact the new schedule will have on working conditions, the current schedule will remain in place until an agreement is reached. The District will provide

LEAD with one full semester notice prior to the implementation of a new school schedule.

The District will provide LEAD with one full semester notice prior to the implementation of a new Student Information System, Learning Management System, curriculum adoption, or significant change to the instructional pacing guides/frameworks (unless mutually agreed that a shorter timeframe is appropriate). The term "significant" is defined as one that would equate to more than a 45% deviation from the current frameworks/pacing guides. (Note: The determination pertaining to the amount of change that occurs in the frameworks/pacing guides will be determined by the curriculum writing team).

In the case of new software (as stated previously) the District shall work with LEAD to ensure that any new system meets the needs of its members and that LEAD is a part of the process to develop a timeline for training and transition.

T. TECHNOLOGY COMPATIBILITY

As upgrades to the technology infrastructure occur, the District will work closely with LEAD to ensure that any new technology that is selected is compatible with current programs and equipment.

U. TRAINING

The parties recognize the importance of training on new initiatives. The District will make a good faith effort to provide appropriate training to affected members when an initiative is introduced or updated.

Annually, the Collaborative Councils will review and discuss District areas of focus and related activities for their effectiveness.

Blood Borne Pathogens, Ethics, and Mandated Reporter Trainings - Each building administrator shall provide the District determined time needed for LEAD 300 members to complete the Blood Borne Pathogens, Ethics and Mandated Reporter training materials during the institute days at the start of each school year. These and other identified trainings must be completed within four (4) months from the date D300 deploys their availability to LEAD 300 members. Other trainings mandated by State legislation from time to time may be added to ~~this~~ LEAD members required trainings schedules and will completed on the members' professional time. The annual date the mandated trainings is deployed shall be provided to the LEAD 300 president.

LEAD 300 members hired after the start of the school year, shall complete the Blood Borne Pathogens, Ethics and Mandated Reporter trainings during the first fifteen days of employment.

V. PROFESSIONAL LEARNING COMMUNITIES

The District and LEAD agree that Professional Learning Communities (PLC's) support a process that allows groups of educators (inclusive of various roles, e.g., specials, electives, interventionists, psychologists, social workers, nurses, counselors, instructional coaches, and administrators) to address issues that may serve as impediments to teacher efficacy or students outcomes. The PLC provides a framework to support the process of reflective practice and collegial dialogue.

~~The District and LEAD are also in agreement that the current level of training, implementation,~~

~~and support for PLCs varies widely.~~ We collectively agree to support the continued integration of the theory and practices outlined by Professional Learning Communities. ~~as follows:~~ This includes establishing and maintaining a District PLC Leadership Committee consisting of classroom teachers, school support personnel, school/District administrators, and LEAD 300 leadership that will:

1. Review, maintain and communicate our shared District vision and plan for District implementation of Professional Learning Communities and collaborative teams.
2. Outline the policies, procedures, and processes that will best support the effective implementation and evolution of PLCs across the District.
3. In collaboration with building administration, support the development of yearly professional development and coaching plans for all respective employees (LEAD and Administration).
4. Support building level Guiding Coalition Teams and building Administration to provide leadership and coaching to PLC collaborative teams and in PLC processes.
5. Provide tools and resources for Guiding Coalition Teams, staff, and administration to support effective PLC implementation.

~~1. Establish a committee consisting of classroom teachers, school support personnel, school/District administrators, and LEAD 300 leadership to:~~

~~a. Develop a shared District vision and plan for PLCs by December 15, 2019.~~
~~b. Outline the policies, procedures, and processes that will best support the effective implementation and evolution of PLCs across the District.~~

~~2. Develop a comprehensive professional development plan for all respective employees (LEAD and Administration). The committee will create a plan that assures that staff training will begin in January 2020 and will ensure that staff are trained no later than the first student attendance date of the 2020-2021 school year.~~

~~3. Create Logistics Teams that will be responsible for defining the manner in which PLCs will be implemented at each respective school level. Additionally, these teams will present information regarding implementation beginning in January 2020 to LEAD and administration via faculty meetings or other opportunities.~~

~~4. For the 2019-20 school year, schools will continue to follow their existing PLC process. Beginning with the 2020-21 school year, PLCs will be implemented per the PLC framework created by the committee.~~

PLC collaborative teams will meet minimally one time per week for minimally 40 minutes. Teams may meet more frequently as needed and as their schedules permits. Collaborative PLC teams will have the flexibility to create their own PLC collaborative team schedules. However, the schedules need to be shared to allow other staff (e.g., social workers, counselors, psychologists, nurses, primary classroom specialists, interventionists) an opportunity to participate.

PLC collaborative team time will exist as follows:

- High School – High school PLC collaborative teams will be held during the contractual day whenever possible unless the team chooses to meet outside the day.

- Middle School – Middle school PLC collaborative teams will be held during the contractual day whenever possible utilizing existing team meeting time unless the team chooses to meet outside the day.
- Elementary School – Elementary school PLC collaborative teams will be held before or after school unless their schedule permits them to meet during the contractual day.
- Pre-K – Pre-K PLC collaborative teams will be held during the contractual day whenever possible unless the team chooses to meet outside the day.

~~PLCs will be conducted a minimum of two times each month. Teams will have the flexibility to create their own PLC schedule. However, the schedule needs to be shared to allow other staff (e.g., specials/electives, social workers, counselors, psychologists, nurses, interventionists) an opportunity to participate~~

~~PLC time will exist as follows:~~

~~High School – High school PLCs will be held minimally twice a month.~~

~~Middle School – Middle school PLCs will utilize existing team meeting time minimally twice a month.~~

~~Elementary School – Elementary school PLCs will be held minimally twice a month before or after school.~~

~~Pre-K – Pre-K PLCs will be held minimally twice a month.~~

Note: ~~The duration of individual PLC meetings will be based upon the recommendation of the aforementioned committee~~. Staff will continue to report 15 minutes prior to the start of the student day and remain 5 minutes following the student day. Any PLC time that occurs outside of the contracted day will count towards a member's additional required minutes as outlined in Article VIII, Section O. The 60 minutes of faculty meeting time will remain a professional responsibility as will professional attendance at parent conferences or special education meetings before or after school as needed.

W. ACCESS TO BUILDINGS

Attendance centers shall develop reasonable procedures to provide access to buildings for Members of the bargaining unit while maintaining the security of personnel and property. The District will establish uniform procedures for gaining access to a building after hours for an emergency. Outside of an emergency, the school shall provide a calendar of dates and times that employees can access the school outside of the regular school calendar. These dates and times shall coincide with existing planned events and does not require the creation of a special calendar to meet this need. Employees will comply with the outlined access procedures for utilizing FOBs and/or personally identifiable alarm codes when accessing a building after hours. The employee shall also be responsible for setting the alarm when leaving. After hours employees are not to access areas outside of their classroom or their department spaces.

X. SECURITY

The District and LEAD agree that each building will develop and maintain a comprehensive

9. If a required Education Service related meeting such as, but not limited to, Eligibility Review, IEP, Domain, Individual Problem Solving/Review, or Data Review takes place before or after the work day as defined by Article VIII, Section H of the Negotiated Agreement, the required District participants in attendance at the meeting will be compensated at 15 minute increments of the non-instructional hourly rate as per the contract. This meeting arrangement must be cleared through the building administrator who will sign off on the extra pay claim.

10. Related service personnel (school psychologists, school social workers, speech and language pathologists and nurses) shall be afforded thirty (30) minutes of flexible planning time each day to be used for Medicaid reimbursement billing and completion of paperwork and completion of paperwork compliance.

D. CASE LOAD

CUSD 300 recognizes that case load ratios established by the ISBE assume full-time status. With respect to part-time employees, CUSD 300 will pro-rate case load ratios.

If the ISBE Rules governing special education caseloads are amended during the term of this Agreement, the Board and Association will meet to negotiate the impact of such amendments on this Article.

The workload plan will be found in the Education Services manual.

E. TRAINING

The information presented at compliance, instructional and other training sessions is needed for education service staff members to accurately and effectively complete their job and the legal requirements. Therefore, these mandatory staff development sessions and trainings will be provided during the contractual work day whenever possible. Optional training/sessions that are held outside of the staff contractual work day, staff will be compensated with CPDU's.

Appropriate training for teachers and teacher paraprofessionals anticipated to receive a student with special or unique needs will be provided prior to the student's programming or immediately following programming if prior time is not practical. Training should focus on the specific needs of the student in relation to the learning environment.

~~F. INITIAL EVALUATION COORDINATOR~~

~~1. Members of the bargaining unit who assume this position will be responsible for the initial coordination and facilitation of building level Education Service meetings. This activity includes, but is not limited to, the scheduling and facilitating of domain meetings, completing referral forms and related domain paperwork, monitoring the completion of the case study evaluation components, and the scheduling and facilitation of eligibility review meetings. It also involves data entry (startup) of My Service Tracker (or its successor) data. Initial Evaluation Coordinators will be compensated 2 hours for each case study at the instructional rate.~~

~~2. Triennial eligibility review, for a current special education student, shall be the responsibility of such student's special education case manager. Triennial eligibility review responsibilities are not subject to extra pay.~~

ARTICLE XI – NURSES

A. WORKLOAD

1. Certified Nurses Workload

   Reference Article IX Working Conditions

2. Non-Certified Nurses Workload

   a. All non-certified nurse's that regularly scheduled to work at least thirty-five (35) hours per week during the academic year will be considered full time employees.

      All non-certified nurses assigned to a multiple (two or more) nurse building will work the following hours per day based on their school assignment (including a paid 30 minute lunch period):

      Elementary School (including deLacey): 7.0 Hours per Day
      Middle School 7.5 Hours per Day
      High School: 8.0 Hours per Day
      Oak Ridge: 7.5 Hours per Day

      All non-certified nurses assigned to a single (one) nurse building will work the following hours per day based on their school assignment (including a paid 30 minute lunch period):

      Elementary School (including deLacey): 7.5 Hours per Day
      Middle School 8.0 Hours per Day
      High School: 8.5 Hours per Day
      Oak Ridge: 8.0 Hours per Day

      All requests for time off will be confirmed with the building principal in as far in advance as possible. It is the responsibility of the certified/non-certified nurse who is unable to report for work to enter absences into Smartfind and notify the nurse substitute coordinator.

   b. Full-time non-certified nurses will work a minimum of 1821 contractual days. Nurses will also work additional summer hours to prepare for first day compliance/exclusion and will be compensated at their regular hourly rate. Additional summer hours will be based on the needs of each respective building (i.e. enrollment, programming, state mandates, student mobility) for the upcoming school year as determined by Assistant Superintendent of Educational Services or designee.

   c. Non-certified Nurses Emergencies and after School Activities:

      Non-certified nurses may be required to work beyond their normal work day to provide services for students in cases of emergency or students enrolled in afterschool activities and programs that are District funded. If a non-certified school nurse is required to service students beyond their normal work day, they

For non-certified nurses with a bachelor's degree, Tier II eligibility applies towards school nurse certification. For non-certified nurses without a bachelor's degree, Tier II eligibility for reimbursement does not apply towards the member's bachelor's degree.

Non-certified nurses will be required to pass the "RNs in Schools: Expanding your Special Education Role" course in order to perform medical reviews for students with Individual Educational Plans in order to comply with Illinois law. The District will reimburse non-certified nurses for the cost of materials associated with the course. Nurses may elect to take the content exam in lieu of the course. The District will reimburse the non-certified nurses for the content exam. Non-certified nurses will be reimbursed for the course materials or content exam a maximum of two times. In the event the Illinois State Board of Education discontinues this course, this agreement shall be null and void.

The District will pay a one-time stipend to those non-certified nurses who have already completed the above course. The employee must provide a record of payment that indicates proof of purchase of required course materials. The stipend will be equal to the cost of the course materials.

K. NURSE REFERENCE CHART

The following chart is provided for reference purposes only. It illustrates some of the requirements and benefits offered to Certified and Non-Certified Nurses.

	Certified Nurses	**Non-Certified Nurses**
Daily Arrival/Departure for nurses assigned to a multiple (two or more) nurse building	Arrive at least 15 minutes prior to student attendance. Depart at least 5 minutes after student attendance.	ES: 7:45-2:45 (7 Hours) MS: 8:30-4:00 (7.5 Hours) HS: 7:15-3:15 (8 Hours) Oak Ridge: 7:30-3:00 (7.5 Hours)
Daily Arrival/Departure for nurses assigned to a single (one) nurse building	Arrive at least 15 minutes prior to student attendance. Depart at least 5 minutes after student attendance.	Same as above with the addition of 30 minutes. Additional minutes may be worked at the start or end of the day or a combination of two.
Additional Weekly Requirement	100 Minutes	None
Open House Night	Must Attend	Must Attend
Parent Teacher Conference	Must Attend	Must Attend
HS Final Exam (Certified and Non-Certified Nurses assigned to High Schools)	Arrive at least 15 minutes prior to student attendance. Depart at least 5 minutes after student attendance.	7:15-3:15 (8 Hours)
End of School Year	4 Hours Voluntary – Requires an extra pay form be submitted for .5 per diem	4 Hours Voluntary – Requires an extra pay form be submitted for hours worked (paid at hourly rate)
Tuition Reimbursement	After tenure: Tier II: $85 per credit hour for a maximum of 9 credit hours per fiscal year	Tier II: See Article XI (Nurses), Section J (Tuition Reimbursement)

ARTICLE XII – ATTENDANCE AND PAID LEAVES

Paid leaves are extended to full-time personnel at the established number of days provided herein. Paid leaves are extended to part-time personnel on a prorated basis.

A. ATTENDANCE

LEAD 300 and CUSD 300 agree that excessive absenteeism adversely impacts instruction, student outcomes, and staff morale.

For the purpose of this contract, the term "Excessive Absenteeism" is defined as missing more than 8~~12~~ instructional days (those where students are in attendance). This does not include approved leave of absences, FMLA, or school/district-led professional development.

In order to both identify and address the issue of excessive absenteeism, the District shall implement the following procedures:

1. The District shall provide all employees with a monthly summary of their absences.
2. The District shall provide LEAD with a full report of all absences by absence type each quarter.
3. The District shall provide LEAD with an annual report of all absences for the current and three previous years by absence type to identify patterns of absenteeism annually.
4. Employees identified as having a pattern of Excessive Absenteeism shall be addressed in accordance with contract language pertaining to progressive discipline as follows:

   - Informal Step - Corrective Conversation (This may occur after the member has missed a pattern of 5 instructional days. Examples of a pattern include Fridays, Mondays or a combination of Fridays and Mondays inclusive of extending long holiday weekends.)
   - Step 1 - Written Warning 1 (This may occur after the member has missed a pattern of 8 instructional days. Examples of a pattern include Fridays, Mondays or a combination of Fridays and Mondays inclusive of extending long holiday weekends) this will occur after the member missed 8 instructional days.)
   - Step 2 - Written Warning 2
   - Step 3 - Recommendation for Suspension
   - Step 4 - Recommendation for Dismissal

The District shall also require that an employee provide a physician's release for any instance where he/she/they takes sick-leave both the day immediately before and the day immediately following a holiday. This shall be at the employee's cost and must be provided upon return to his/her/their assigned school.

A. SICK LEAVE

At the beginning of each work year, each full-time member of the bargaining unit shall be credited with twelve (12) sick leave days, the unused portion of which shall accumulate from year to year without limitation.

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,

Employees who are a party to a personal matter are not eligible for this leave type.

F. MILITARY SERVICE

Members of the bargaining unit shall not suffer loss of salary or benefits due to being called to active duty as prescribed by law. The employee shall continue to receive the same regular base salary plus any health insurance benefits he or she was receiving at the time of being called to active duty and other benefits he or she was receiving or accruing at that time, minus the amount of base pay received for military service for the duration of his or her active military service. Members of the bargaining unit shall immediately notify their supervisor or building principal upon receipt of a call to active duty. The aforementioned procedure shall be in force during the school term or work year and applies to those situations in which the member of the bargaining unit has no choice in when her/his service is to take place.

G. HALF DAY/FULL DAY ABSENCES

Absences for certified employees will be charged in increments of half day or full day. ~~A full day is equal to the total student contact time a teacher is assigned. A half-day deduction will occur when a teacher is absent half or less than half of the student contact time for which he/she is assigned. A full day deduction will occur when a teacher is absent more than half of her/his assigned student contact time.~~

~~Student contact time includes instruction and assigned supervision.~~

A half-day deduction will occur as follows:

	Half Day – Morning Worked	**Half Day – Afternoon Worked**
deLacey Pre-K	Depart at 11:15 a.m.	Arrive at 11:45 a.m.
Satellite Pre-K	Depart at 11:15 a.m.	Arrive at 11:45 a.m.
Full-Day Expansion Pre-K	Depart at 11:15 a.m.	Arrive at 11:15 a.m.
Elementary	Depart at 11:15 a.m.	Arrive at 11:15 a.m.
Middle School	Depart at 12:15 p.m.	Arrive at 12:15 p.m.
High School	Depart at end of 4th period	Arrive at start of 6th period
Oak Ridge	Depart at 10:30 a.m.	Arrive at 10:30 a.m.

A full day deduction will occur when a teacher is absent more than the time prescribed above.

The aforementioned does not preclude internal substitution arrangements.

Absences occurring when students are not in attendance shall be charged based on clock hours the member is normally scheduled to be on site.

Absences for non-certified nurses will be charged in two hour increments.

H. FAMILY EMERGENCY DAYS

In cases where a member of the bargaining unit is required to be absent to care for either her/his spouse or children, the member may be granted up to 20 paid days subject to the following

e. Work with the District's Director of Professional Development to plan professional development activities that satisfy state certification and recertification requirements and meet the needs of the members and the District;
f. Assist in ensuring that all legally mandated professional development is completed by members.

2. The PDLSC will be composed of sixteen (16) members and will contain representation from each level (pre-school/elementary; middle; high) and Education Services. The PDLSC will be co-chaired by the District's Director of Professional Development and the LEAD President or designee. Meeting agendas will be created jointly. Eight (8) of the sixteen (16) members of the PDLSC shall be members of the LEAD 300 bargaining unit.

E. INDUCTION AND MENTORING PROGRAM

1. The intent of the D300 Induction and Mentoring Program is to:

   a. Attract and retain highly qualified educators.

   b. Assist newly hired educators in their professional development and increase their level of proficiency.

2. Novice certified staff hired prior to Induction Academy I will participate in a total of no less than 60 hours of induction and mentoring during their first year of teaching consisting of 2 components:

   a. Pre-service/Induction begins in August at Academy 1 ~~(1.5 PDU's; PDU's are defined in Appendix J)~~.

   b. Continued Professional Development during the year includes mentoring for certified staff new to the profession ~~(2.5 PDU's)~~.

   Novice certified staff completing Academy 1 will receive $200 per day of full attendance and participation during each day of Academy 1. Full participation is inclusive of Professional Development activities during the first year of employment.

3. Novice certified staff:

   a. Hired after Academy 1 and prior to January 1 of the following year may not be assigned a mentor, depending on availability, and will attend Academy 2 the following summer. Every effort will be made to find a mentor for them.

   b. Hired January 1 or after may not be assigned a mentor, depending on availability, and will attend Academy 1 the following summer. Every effort will be made to find a mentor for them.

4. Novice certified staff beginning their second year of employment will participate in 8 hours of professional development ~~(Induction Academy 2 for .5 PDU)~~ to be offered during August prior to the beginning of the school year. Additionally, they *must* participate in 22 hours of continued formal mentoring and professional development during the remainder of

their second year. ~~They will receive 1.5 PDU's for full participation at the end of the year.~~ Certified staff completing Academy 2 will receive $200 for full day participation inclusive of the year 2 professional development activities during year 2.

5. All LBSI, LBS2 and Speech and Language Pathologists who are Education Services Case Managers and who are new to the District will be assigned an Education Services mentor for the purposes of assisting with compliance matters. The new staff member must meet with the Education Services mentor four times in their first year of employment for a minimum of 60 minutes per meeting.

   The Education Services mentor may be separate from or the same as the mentor assigned to novice certified staff.

6. New staff with prior certificated experience may not be assigned to the mentoring program. They will still attend both Induction Academies in August of the first two years of employment and will receive $200 per day of full attendance and participation during each day of Academy 1 and 2. Full participation is inclusive of Professional Development during each for the first two years of employment. ~~PDU's based on their participation (1.5 PDU's for Academy 1 and .5 for Academy 2~~).

~~7. Facilitators for the Academies and Mentor trainers will be first sought from current D300 members of the bargaining unit and will receive a stipend of $300 per day or fraction thereof, based on presentation time. Facilitators and mentor trainers will be chosen based on Induction and Mentoring Leadership Team recommendations. In the event the Induction and Mentoring Leadership Team does not convene, facilitators and mentor trainers will be selected by the Director of Professional Development with input from the LEAD President or designee.~~

8. LEAD 300 reserves the right to present an informational session at each Induction Academy.

~~9. The Induction and Mentoring Leadership Team will be comprised of administrators appointed by the Superintendent and members of the bargaining unit appointed by the LEAD 300 President so that the majority shall be members of LEAD 300. The team will meet 6-8 times a year with a stipend of $800 for each LEAD 300 member (based on full participation). Their duties shall include but are not limited to designing the academies, monitoring the mentor application process, and designing/overseeing the mentor training. In addition, members will also be involved in the design of Academies I and II and participate in their evaluation/revision.~~

10. Mentors must hold a Professional Educator License, complete an application process, be approved by the Director of Professional Development with input from the LEAD President or designee ~~Induction and Mentoring Leadership Team~~, and participate in designated training activities. ~~In the event the Induction and Leadership Team does not convene, mentors will be approved by the Director of Professional Development with input from the LEAD President or designee~~. Mentors will receive a $500 stipend for each Mentee assigned by the Director of Professional Education or designee. ~~based on documented completion of duties and number of mentees they have mentored. Stipend for 1-2 Mentees is $1000. Stipend for 3-4 Mentees is $1200~~. Education Services Mentors will receive a $200 stipend for each Mentee.

11. Mentor training will be required and compensated at the rate of $150 per day.

F. THE DISTRICT AS A PROVIDER OF PROFESSIONAL DEVELOPMENT ACTIVITIES

The District will maintain its status as an approved provider of professional development activities through the Illinois State Board of Education.

The District will meet the requirements for ISBE preapproval of activities that qualify for licensure renewal credit.

It will be the responsibility of the building administrator/designee or District administrative staff, when appropriate, to submit the necessary paperwork for ISBE preapproval of qualifying activities for recertification that are offered in District in-services, staff development days and other similar opportunities.

ARTICLE XVI – PERSONNEL FILE

A. PLACEMENT OF MATERIALS IN FILE

Only one official file shall be maintained by the Human Resources Department. No evaluative materials written by District 300 administrators shall be placed in the file unless the employee has had an opportunity to read such material. A copy of anything placed in a member's file after the date of the signing of this Agreement shall be made available to the member. The member of the bargaining unit shall affix his/her signature on a copy of anything of an evaluative nature placed in the file. Witnessed refusal of the member of the bargaining unit to sign acknowledgment of having received such copies shall be considered a waiver of such right.

B. RIGHT TO EXAMINE FILE

A member of the bargaining unit shall have the right to examine his/her personnel file in the Human Resources Department upon reasonable notice and to have a representative of the Association present for such an examination. This shall occur no more than five working days following the request. Files are not to be removed from the office and must be examined in the presence of a representative of the Human Resources Department. Materials deemed confidential by the Illinois Personnel Record Review Act shall be exempted.

C. RIGHT TO REPRODUCE MATERIALS IN FILE

Upon member request, the Board will reproduce one (1) copy of any material, not of a confidential nature, in an employee's file.

D. RIGHT TO RESPOND

The member of the bargaining unit shall have the right to respond to such material and his/her response shall be attached and become part of the material placed in the personnel file. The immediate supervisor, or the Human Resources Director if the material originated from other than the immediate supervisor, will sign the response acknowledging that he/she read the material. A copy of the response will be provided to the originator.

Administrative vacancies shall mean part-time and/or full-time administrative positions. The Superintendent of Schools determines whether an administrative vacancy exists and what the administrative vacancy is and if that vacancy will become an open position for which members can apply. The Superintendent of Schools retains the right to make a direct appointment for administrative vacancies. The Superintendent of Schools will communicate with LEAD Leadership and the BOE prior to direct appointments. Employees are responsible for monitoring job postings and open positions. Administrative vacancies may be filled temporarily in emergencies.

Teaching vacancies are defined in the definitions section of this article. Members can not apply for vacancies until they become open positions. Explanation of how to apply for teaching (and other certified) open positions are in the Job Posting and Interview Procedures that follow this section.

2. Internal Movement within a Building

Principals have the right to fill vacancies within their building by internally reassigning staff at the existing building prior to positions becoming open and being posted.

In-building transfers are the prerogative of the building principal. Prior to assigning an elementary classroom teacher to a grade level different from that taught during the previous year, the building principal will inform the affected teacher(s) of the change and reasons.

3. Returning from Special Assignment

When a certified staff member, vacates the special assignment position, he/she is to be returned to the assignment held prior to the special assignment. The only exceptions to this rule are that the position no longer exists, a mutual agreement between the District and the individual or just cause.

In situations where the position is not vacant, the certified staff member who replaced the member on special assignment shall be required to move to a vacant position or, if the individual is the less senior member in the category of position and a position is not available, be dismissed.

4. Student Advisors

When a certified staff member vacates the Student Advisor position, he/she will participate in the Mandatory Transfer process at Tier I as described in Section E of this Article and are not guaranteed to be returned to the assignment held prior to the special assignment.

C. JOB POSTING PROCESS

1. All administrative and teaching open positions will be posted on the District Website for a minimum of 5 business days prior to any offers being made to applicants. If open positions for the current school year become available at any time during said school year, including two weeks prior to the first day of student attendance for said school year, the number of

assignments and other assignments will be considered a part of the group within which the majority of their position exists.

4. MANDATORY TRANSFER PROCEDURES

a. Vacancies

Vacancies shall be determined prior to the implementation of the transfer procedures. The Transfer Council shall review the list of vacancies. All certified staff subject to transfer shall be notified in writing of all vacancies available for selection.

b. Mandatory Transfer by Seniority

Once overstaffing positions are known to the district staffing committee, the Human Resources Department shall notify the affected members of overstaffing status. All certified staff subject to mandatory transfer shall follow the procedures outlined in the Mandatory Transfer section (E) of this Article.

The transfer council shall provide a list of available positions to the members affected in the oversupply within a building in writing. The oversupply members must rank each position on the list provided in order of their preference. Members will be given until the close of the 3rd business day following the communication being sent to respond. Based on seniority by tier members will be placed in their highest remaining ranked position. If no response is given, the transfer council will make a placement after placing all others who have submitted a response.

- Tier I will be placed prior to Tier II

- All remaining vacancies that exist following the mandatory transfer shall be subject to voluntary transfer (Sections B, C, and D of this Article).

5. REASSIGNMENT OF NON-TENURED STAFF

Notwithstanding any other provision in Article XVI, the District retains the right to assign non-tenured members to certified assignments based on student enrollment, program needs, and District needs.

The right to assign non-tenured members extends up to two weeks before the first student attendance day. If the District wishes to change the assignments of a non-tenured member to a different assignment less than two weeks before the first student attendance day, both LEAD 300 and the District must mutually agree upon the new assignment.

6. TEMPORARY REASSIGNMENT OF DISTRICT INSTRUCTIONAL COACHES, INTERVENTIONISTS AND PRIMARY SPECIALISTS

Notwithstanding any other provision in Article XVI, the District retains the right to assign District instructional coaches, interventionists and primary specialists to a classroom certified position in the event the classroom certified position remains open and unfilled. The District will first seek volunteers for open and unfilled positions prior to reassigning staff. Any remaining positions will be assigned based on seniority, certification and experience.

The District will continue to post and attempt to fill the classroom certified position following the

reassignment. Once the classroom certified position has been filled, the reassigned District instructional coach, interventionist or primary specialist will resume his/her original assignment within the District.

F. TRANSFERS DUE TO INCREASING ENROLLMENT AND/OR OPENINGS OF SCHOOLS.

1. Increasing Enrollment
   - Positions will be posted following Open Position Definition in this Article.
2. Opening of new school
   - The Administrator in charge of the new school will be allowed to select a "start-up staff" of up to 30% of the total staff for an elementary school; up to 25% for a middle school; and up to 20% for a high school prior to the start of transfer process, from members of the bargaining unit who have indicated their interest in writing to the HR Office. After the administrator has selected the "start-up staff" Positions will be posted following Open Position Definition in this CBA. The "start-up team" may be part of the interviewing team in the selection of the remaining staff.
3. Re-organized schools
   - If a school is reorganized and the district identifies an oversupply of teachers by grade or department, the procedures outlined in Section E, Subsection 3, Part b will be followed.

G. IMPORTANT DATES

Date:	
First Friday after winter break	Publish seniority list
First Monday in February	Correction of the seniority list to HR
First Monday in February	Last day for members of the bargaining unit on leave to send notice of intent to return to work
First Monday in February	Last day to apply for education leaves
First Monday in February	Declaration of teaching level/subject preference for administrators choosing to return to the classroom due to HR
45 calendar days before the end of the school year	A teacher must receive written notice of being the subject of a Reduction in Force (RIF)

Based on student enrollment, LEAD 300 and D300 will develop a transfer timetable every year by the first day of student attendance of the second semester.

H. SPECIAL GROUP ASSIGNMENTS/REASSIGNMENTS

Assignment of members of the bargaining unit in a special group shall be made as soon as practicable after pupil enrollment needs are determined.

1. Assignment will mean placement within the Special Group. The assignment may require moving from one building to another.

2. Reassignment will mean changing teaching areas within the Special Group. If a

~~For the duration of this contract (2019-20 through 2021-22), certified members will be eligible for the regular retirement incentive if they meet the following criteria:~~

1. Eligibility: ~~Members are eligible if they have~~ For the duration of this contract (July 1, 2022 – June 30, 2025) members of the bargaining unit who have served a minimum of ten (10) years in the District and are eligible for "regular retirement" as defined by TRS, who present the District with an irrevocable letter of retirement four (4) years prior to the first day of March of their final year of active service, shall be removed from the salary schedule and paid in accordance with the terms set forth below. ~~If the employee gives four years notice of retirement the employee's salary in intended years prior to retirement will be adjusted to ensure the employee complies with the "Cap on Creditable Earnings" clause. If the employee does not give four years notice of retirement the district will conduct a "look back" to ensure that the employee complies with the "Cap on Creditable Earnings" clause.~~

2. Salary Increase Incentive: Eligible members who choose to use the local retirement incentive, shall have their compensation, which would include the total of all TRS creditable earnings during their base year, increased by six percent (6.0%) in each of their final four years of service prior to retirement.

   This amount shall be in lieu of all step and lane movement, as well as any additional payments or stipends, with the exception of those that are exempted by law. Pay for exempted activities per TRS guidelines shall not be subject to the local retirement incentive.

   Any member who has submitted a letter of retirement prior to July 1, 2022, with an effective retirement date of the end of the 2025-2026 school year, may elect to amend their letter of retirement to forfeit the previously offered HRA incentive and elect to take advantage this salary increase incentive. All other members who have submitted a letter of retirement prior to July 1, 2022 shall not be eligible for this salary increase incentive. Rather, such members shall be entitled to the HRA retirement incentive provided in the LEAD Collective Bargaining Agreement effective at that time the member submitted his/her letter of retirement.

3. Notice of Retirement: ~~Members must present the District with an irrevocable letter of retirement in accordance with the table below.~~ The irrevocable notice of retirement may be appealed to the Board of Education if one of the following conditions exist:

   1) Death of a Member's spouse or child;
   2) Life threatening illness of a Member, spouse or child as certified in writing by a physician licensed to practice medicine in all of its branches; or
   3) Other unforeseen circumstances subject to the sole discretion of the Board.

   The decision of the Board involving unforeseen circumstances is not subject to the grievance process.

   In the event the notice is revoked, the member shall have their salary reduced by the amount that was granted as part of the enhancement that is in excess of the pay increases that would have been granted without the enhancement. The amount shall be withheld

from the regular pay of the educator over twelve (12) pay periods during the year of the revocation.

~~Eligible Date of Regular Retirement~~	~~Date Irrevocable Notice Must be Submitted~~
~~End of 2019-2020 School Year~~	~~December 1, 2019 (retire end of 19-20 SY)~~
~~End of 2020-2021 School Year~~	~~March 1, 2020 (retire end of 20-21 SY)~~
~~End of 2021-2022 School Year~~	~~March 1, 2021 (retire end of 21-22 SY)~~
~~End of 2022-2023 School Year~~	~~March 1, 2022 (retire end of 22-23 SY)~~
~~End of 2023-2024 School Year~~	~~March 1, 2022 (retire end of 23-24 SY)~~
~~End of 2024-2025 School Year~~	~~March 1, 2022 (retire end of 24-25 SY)~~
~~End of 2025-2026 School Year~~	~~March 1, 2022 (retire end of 25-26 SY)~~

4. Cap on Creditable Earnings: Once an irrevocable notice of intent to retire is submitted, in no year shall creditable earnings in excess of 6% from one year to the next be paid to the retiring employee. In situations where creditable earnings exceed 6% in any year of the four years, any amount over 6% will not be paid to the employee, and the Member's final paycheck will be reduced accordingly. However, earnings that are legally exempt from the state imposed "6% liability" rule in effect at the time of ratification of this agreement, or which shall be enacted within the scope of this agreement, shall not be considered in the calculation of the 6% increase limitation.

   In the event that a member submits an irrevocable notice of intent to retire fewer than four years before the intended retirement date, the District will review the salary increases from year to year in what would be the member's "average salary" as per the TRS definition. In the event the member's salary has increased (or will increase) more than 6% in one of the four years, the member will not be eligible for the ~~HRA~~ retirement incentive.

~~HRA Incentive: The District shall contribute $600 for each year of creditable service within D300 to an HRA account specifically designated for the employee immediately after the employee's retirement. Such payment shall be made in the form of a one-time lump-sum retirement incentive payment to an HRA account for the retiree. The lump-sum retirement incentive payment will be made after the individual's retirement with the District, and within 30 days after the individual's final pay check for regular earnings.~~

5. Extra Duties: In consideration of such salary increases, the employee shall continue to perform such extra duties, and any additional/equivalent extra duties performed by the employee after submission of the retirement notice, unless the Superintendent approves the employee's discontinuation of the extra-duty for good cause shown.

ARTICLE XXI – EXTRA PAY

A. LANGUAGE ITEMS FOR EXTRA PAY

The descriptions and regulations governing extra pay are set forth in Appendix C, and are incorporated herein by reference.

B. PAY SCALES AND SCHEDULES

The rates of pay for extra work and the salary schedule for the extra pay are set forth in Appendix C, D and E and are incorporated herein by reference.

ARTICLE XXII – FRINGE BENEFITS (FULL AND PART-TIME)

Full-time members of the bargaining unit who work a full-time equivalency (FTE) shall be eligible for the paid benefits listed in this Article.

Part-time members of the bargaining unit who work less than 50% of a full-time equivalency (FTE) shall be ineligible for paid benefits listed in this Article. Part-time members of the bargaining unit who work 50% of a FTE shall be eligible for 50% of the paid benefits under this Article. Part-time members of the bargaining unit who work more than 50% of a FTE shall be eligible for full benefits under this Article.

A. HEALTH INSURANCE

The Board shall contribute an amount equal to eighty (80) percent of the cost of single coverage of Board approved PPO or HMO health insurance plan for each full-time member of the bargaining unit employed by the School District. The Board shall pay 70% of the cost of family coverage. The maximum lifetime benefit shall be $5,000,000 for the PPO. Full time non-certified nurses will receive the same coverage as certified LEAD 300 Members. Part-time non-certified nurses will pay a pro-rated amount for coverage.

1. **Grandfathered**: Individuals with Board Paid Single Coverage, whose current contract commenced prior to the 1999-2000 School Year, may retain the Board Paid Single Coverage until they change their plan such as by going from an HMO to PPO or PPO to HMO; changing from single to family coverage or from family to single; or by resigning their position. These individuals shall pay the employee's share of the cost for health insurance in accordance with this Section.

   In addition, the Board shall contribute an amount of the employees' portion of the cost to an HRA account specifically designated for these employees. For the duration of this contract the amount contributed to the employee's HRA/HSA shall be as follows:

   20222~~19~~-20230~~:~~ The amount received in the 2021-2022 school year plus 2%~~70% of the employee's portion of the cost of health insurance in the 2018-2019 school year plus 2%~~

   2023~~0~~-2024~~1~~: The amount received in the 2022~~19~~-2023~~0~~ school year plus 2%

   2024~~1~~-2025~~2~~: The amount received in the 2023~~0~~-2024~~1~~ school year plus 2%

2. **Both in District (BID)**: In situations where two members employed by the District are covered under the same policy, the Board shall pay 70% of the cost of family health insurance coverage.
   In addition, the Board shall contribute an amount of the employees' portion of the cost of family health insurance coverage to an HRA or HSA account specifically designated for

these employees. For the duration of this contract the amount contributed to the employee's HRA/HSA shall be as follows:

20221~~9~~-20230~~:~~ The amount received in the 2021-2022 school year plus 2%

~~70% of the employee's portion of the cost of family health insurance in the 2018-2019 school year plus 2%~~

20230~~-2024~~1: The amount received in the 20221~~9~~-20230~~-~~school year plus 2%

20241~~-2025~~2: The amount received in the 20230~~-2024~~1~~-~~ school year plus 2%

This benefit does not apply to any employees who were not covered under the same policy by June 30, 2011.

3. The District contribution for the High Deductible PPO will increase equivalent to any increase to the deductible as set by the Federal Government.

4. If the annual increase to insurance costs to either the PPO or the HMO insurance plan is projected to exceed 14%, then the Insurance Committee shall meet in April and determine plan design changes by June 30 so that the annual increase in the plan does not exceed 14%. If the Committee does not agree upon plan design changes, then the Board and employees enrolled in the plan that is above the 14% will split 50/50 any increase over 14%. Any additional amount that is owed by the employees will be assessed as a separate surcharge, and not an increase in percentage contributions. The new insurance rates go into effect September 1 of each year.

5. Insurance Monitoring Committee:
The Insurance Monitoring Committee shall be comprised of four (4) representatives from each of the following groups: administration, LEAD 300, DESA, and DESPA. The purpose of this committee is to monitor trends, costs, explore plan design change options and wellness support programs. The committee shall meet at least once per month during the school year and once during the summer. If the Administration determines that the District will or may be required to pay an excise tax (commonly referred to as a "Cadillac plan tax") provided for in the *Internal Revenue Code* during the term of this Agreement, the Administration shall notify the Association of that determination and will provide reasonable supporting documentation. Within thirty (30) calendar days of this notification, the Insurance Monitoring Committee shall meet to discuss implementing plan changes to the health insurance program in an effort to avoid the excise tax.

B. WELLNESS PROGRAM

LEAD 300 and District 300 agree that the physical, financial, and social-emotional wellness of all employees is a priority. To this end, the District and LEAD shall support a comprehensive wellness program that offers employees access to high quality programs and offerings through the Human Resources Department.

In addition to a wellness fair and other individualized wellness options, LEAD members covered by District insurance shall also participate in an annual wellness screening. The wellness screening is a confidential process that serves to ensure that participants receive important

C. SALARY SCHEDULES

The basic salaries of members of the bargaining unit covered by this Agreement shall be as set forth in Appendix F, which is attached to and incorporated in this Agreement. Such salary schedules shall remain in effect during the term of this Agreement.

Members on a step that cannot advance on the salary schedule will receive a 2% increase to their base salary for the 20221~~9~~-20230~~0~~, 20230~~0~~-20241~~1~~, and 20241~~1~~-20252~~2~~ school year respectively.

D. LANE MOVEMENT ON THE SALARY SCHEDULE

Certified Staff

Applications for lane movement on the salary schedule, tuition reimbursement and course/workshop may be secured in the Human Resources Department (attached as Appendix G) and must be completed and returned by the date indicated on the application. Lane movement is accomplished by accumulating semester hours or Professional Development Units as described below. Lane movement is limited to one lane per school year.

For lane movement from the B.A. to the M.A. column, the following procedures apply:

Courses must be part of a Master's Degree program in the teaching field (secondary) or related to the teacher's grade level (elementary); be part of a Master's Degree program in another area of educational specialization practiced in District 300; or an activity approved by the Director of Professional Development. The graduate school must be approved by the Illinois Board of Higher Education or the applicable national accrediting association. One semester hour of credit is equal to one professional development unit.

Upon earning a Master's Degree any semester hours or professional development units that were earned and applied toward B.A. + 15 lane credit, shall be rolled over for credit towards M.A. + 15/+30/+45 lane credit. This applies only to those semester hours and/or professional development units that did not apply toward the Master's Degree.

Members of the bargaining unit must complete and submit the tuition reimbursement form to the Human Resources Department (Appendix G) in order to be eligible to receive tuition reimbursement at the rate approved per semester hour. A new form must be completed for each semester by the teacher. The rate may be found on the extra pay schedule. The following procedures apply:

1. The member of the bargaining unit completes the tuition reimbursement form. The form must be signed by the member of the bargaining unit. One copy is retained by the Human Resources Department, the other is returned to the member of the bargaining unit. This form will serve as the expense allowance form for members of the bargaining unit enrolled in a Master's Degree program.

2. Upon completing a course in a Master's Degree program as described above, the member of the bargaining unit submits a transcript or grade report to the Human Resources Department. (Please be aware that salary schedule credit will not be given until a transcript is on file). Human Resources will check the completion notice against

Education, Early Childhood Special Education, School Counseling and English as a Second Language. Employees in a District-approved Tier I cohort program shall be reimbursed at $165 per credit hour for a maximum of 15 hours per fiscal year.

Tier II: The tuition reimbursement rate for approved coursework in Tier II shall be $85 per credit hour for a maximum of 9 credit hours per fiscal year. Tier II is defined as Master of Teaching, Curriculum & Instruction and Educational Leadership.

Tier III: The tuition reimbursement rate for approved coursework in Tier III shall be $70 per credit hour for a maximum of 9 credit hours per fiscal year. Tier III is defined as District approved coursework outside of Tier I and Tier II.

F. STEP MOVEMENT ON THE SALARY SCHEDULE

1. Certified Staff
   Full time members of the bargaining unit employed prior to the first day of the second semester shall receive one year's service credit for the purpose of salary schedule advancement. Those employed on or after the first day of the second semester shall not receive credit for salary schedule advancement for that year.

   Part time members of the bargaining unit shall be awarded salary schedule credit based on whether they were employed prior to the first day of the second semester at the same part of full time credit as their individual contract rounded up to the nearest quarter. For example, a .4 FTE member of the bargaining unit employed November 1 would get a .5 salary schedule credit.

2. Non-Certified Nurses
   Non-Certified Nurses shall advance steps on the Non-Certified Nurse Schedule in accordance with above.

G. EXPERIENCE CREDIT

1. Certified Staff
   The Superintendent shall recommend to the Board the number of years of transferable experience members of the bargaining unit new to the District will receive. The District will provide, for each new school year, guidelines to be used in determining whether a new member of the bargaining unit will be granted experience credit as well as the number of years to be granted. This information shall be communicated to LEAD 300 prior to anyone being hired under new guidelines.

2. Non-Certified Nurses
   The starting hourly rate for Non-Certified Nurse shall be step 1 in the lane that reflects the new hires education level on the Non-Certified Salary Schedule in Appendix F.

H. TEACHER RETIREMENT SHELTER

~~The District shall pay 5% of the TRS payment.~~

In the 2022-2023 school year, the District shall pay 6.0% of the members Teacher Retirement

System contribution.

In the 2023-2024 school year, the District shall pay 7.5% of the members Teacher Retirement System contribution.

In the 2024-2025 school year, the District shall pay 9.0% of the members Teacher Retirement System contribution.

Teacher Retirement System contributions will be sheltered in accordance with and to the extent allowed by law.

ARTICLE XXIV – DURATION OF AGREEMENT

A. DURATION

The parties acknowledge that during the negotiations which resulted in this Agreement and its appendices, each had the unlimited right and opportunity to make demands and proposals with respect to any matter or subject not removed by law or by specific agreement of the parties from the area of collective bargaining, and that the understanding and agreements arrived at by the parties after the exercise of that right are set forth in this Agreement.

This agreement shall be effective July 1, 2022~~19~~ and shall continue in full force until June 30, 2025~~2~~\

B. SUCCESSOR AGREEMENT

Negotiations for a successor agreement shall begin in accordance with Article III, Section B.

C. SIGNATURES

Teaching Excess Class Size (6-12)	94
Excess Load (6-12)	94
Teaching Gifted Activator (K-12)	95
Teaching Internal Substitution	95
Teaching – Parent/Student Orientation	95
Teaching – Special Education	95
Teaching Summer Coop Work Per Hour	95
Teaching Summer Driver Education	96
Teaching Summer School Classes	96
Tuition Reimbursement	96
Writing/Curriculum Work Per Hour Minimum Rate	97
National Certification	97
Extra Pay Schedule	98
Extra Pay Lane Schedule	103

APPENDIX C – EXTRA PAY FOR EXTRA WORK

A. EXPLANATION & OVERVIEW

Coaching

District 300 offers many opportunities for coaching/sponsoring sports and activities. Personnel are assigned according to abilities, background, and the needs of the program. Coaches are subject to all regulations set forth in the Athletic Handbooks. Coaches/sponsors are responsible for supervising all practice sessions, games and competitions. Coaches/sponsors must arrange transportation when required.

Extra Pay Assignments

The extra pay for extra work schedule is presented as follows:

- Assignments will be made by the building Principal on the basis of qualifications.
- LEAD 300 members shall be given preference for assignments if they meet the minimum qualifications for the assignment.
- Exceptions to this are LEAD 300 members who have disciplinary action within the last four (4) years that has been taken at the Board Level (Notice to Remedy, Unpaid Suspension) or who are on Assistance Track Plans or Remediation Plans.

Stipend Splitting

If there is to be a splitting of an amount, individuals must be agreeable to the arrangement prior to the activity.

If a job is split due to participation and/or program needs, each person may be eligible for the full stipend if warranted by the work load so long as this is predetermined and prearranged between the Principal and the participants. Splits must be approved by the Principal, who will notify Human Resources on the Extra Pay Contract and the other applicable forms, including how the split is to be allocated in writing with signatures.

In the event a stipend is split, and one of the members resigns from his/her portion of the extra

duty position, the following steps will be followed:

1. The portion of the stipend forfeited by the resigning member will be offered to the non-resigning member(s), who can elect to receive the full stipend and perform all of the extra duty requirements.
2. In the event the non-resigning member(s) do not elect to receive the full stipend, the split stipend/reduced extra duty requirements will be posted to be filled.
3. In the event the split stipend/reduced extra duty requirement posting cannot be filled, the non-resigning member(s) will be released from his/her portion of the extra duty, and the full stipend position will be posted.

Continuation of Assignment

The person involved in the assignment of extra pay will continue with the assignment from year to year with the following procedures:

1. If the person involved asks to be removed from the assignment, he or she must do so in writing by the end of the present school year for the following year's assignment. This request should be submitted to the Principal or designee.

2. If a person is to be removed from his/her assignment on the basis of the individual's performance evaluation, the Principal shall give written notification of the reasons to the person prior to the end of the present school year. The removal will be effective the following school year.

3. Employees must continue in positions if notification is not given in writing to the building principal prior to the end of the present school year, unless other acceptable arrangements can be made.

4. If enrollment, participation, or budget consideration does not warrant continuation of an assignment, an evaluation of the program/activity shall be made by the Principal prior to the end of the present school year after discussion with the sponsor and a student representative (high school and middle school only) before discontinuing the assignment for the next year. The person involved shall be notified in writing prior to the end of the present school year for the coming school year.

If any extra pay assignment is discontinued during the school term, the stipend shall be prorated based upon the number of meetings involved in such activity. If any extra pay assignment is not filled or is discontinued prior to the initiation of an activity, the Board shall not be obligated to make any payments pursuant to this schedule.

Supervision and Other Activities

The non-instructional hourly rate will be paid for supervision, ticket-taking, ticket-selling, scorekeeping, timing, public announcing, judging, photographing, chaperoning, and any other tasks at events after school and on weekends.

These events include, but are not limited to: athletic events (regular season conference events and IHSA state series contests), concerts, elementary music programs, plays, and dances. Rates for supervision and other activities at Special Athletic Tournaments (non-IHSA, non-conference recognized events, i.e. Hinkle Classic), High School Prom and Homecoming are

MUSIC EXTRA PAY ACTIVITIES

Stipends are to be paid for music teachers using the following criteria as guidelines. Individual building arrangements will be agreed upon by the principal and the teacher.

HIGH SCHOOL

Band

-Presents a minimum of three evening concerts
-Participates in Festival(s) and Contest(s) (ex: Fox Valley Festival, McHenry County Festival, I.M.E.A., I.H.S.A.)
-Participates in approved parades
-Performs at all home football games
-Performs at a minimum of 10 home basketball games
-Provides entertainment at building events
-Provides community service programs (upon request)

Orchestra

-Presents a minimum of three evening concerts
-Participates in Festival(s) and Contest(s) (ex: Fox Valley Festival, I.M.E.A., I.H.S.A.)
~~-Participates in Orchestra Parents Association~~
-Provides entertainment at building events
-Provides community service programs (upon request)

Vocal

-Presents a minimum of three evening concerts
-Participates in Festival(s) and Contest(s) (ex: Fox Valley Festival, McHenry County Festival, I.M.E.A., I.H.S.A.)
-Participates in the District 300 Vocal Festival
-Provides entertainment at building events
-Provides community service programs (upon request)

Musical

-One per year at each school

-Before the production, the stipend will be allocated by the Director and the Building Principal according to the amount of out-of-class-time spent on the production. Staff may include dramatic director, vocal director, orchestra/band director, technical director, choreographer, possible professional musicians, and any other personnel involved in the production.

MIDDLE SCHOOL

Band

-Presents a minimum of three evening concerts
-Participates in District 300 Honors Band Festival
-Participates in District 300 Solo and Ensemble Contest
-Provides entertainment at building events

Orchestra

-Presents a minimum of three evening concerts
-Participates in District 300 Solo and Ensemble Contest
-Participates in Orchestra Festival
~~-Participates in Orchestra Parents Association~~
-Provides entertainment at building events

Vocal

-Presents a minimum of three evening concerts
-Participates in the District 300 Vocal Festival
-Participates in the District 300 Solo and Ensemble Contest
-Provides community service programs (upon request)
-Provides entertainment at building events

ELEMENTARY SCHOOL

Music Teacher/Concerts

Stipends for elementary music teachers serving more than one school will increase by 1/6th for any concerts beyond those required.

Instrumental

-Participates in weekend Recruitment Meetings
-Participates in District 300 Solo and Ensemble Contest
-Provides an evening concert experience for every instrumental student

Vocal (General Music)

-Presents a minimum of three evening concerts
-Involves every student in a public performance
-Provides community service programs (upon request)

NEWSPAPER

High School

BILINGUAL TESTING FOR PROGRAM EXIT/ENTRANCE

Members of the bargaining unit who administer required tests for entrance into or exit from the Bilingual program will receive the instructional rate.

~~INITIAL EVALUATION COORDINATOR~~

~~1. Members of the bargaining unit who assume this position will be responsible for the initial coordination and facilitation of building level Education Service meetings. This activity includes, but is not limited to, the scheduling and facilitating of domain meetings, completing referral forms and related domain paperwork, monitoring the completion of the case study evaluation components, and the scheduling and facilitation of eligibility review meetings. It also involves data entry (startup) of My Service Tracker (or its successor) data. Initial Evaluation Coordinators will be compensated 2 hours for each case study at the instructional rate.~~

~~2. Triennial eligibility review, for a current special education student, shall be the responsibility of such student's special education case manager. Triennial eligibility review responsibilities are not subject to extra pay.~~

TESTING – READING TESTING PLACEMENT DURING THE SCHOOL YEAR (K-5)

Allocation per Building

Each Elementary School will be allocated funds based upon enrollment to reimburse members of the bargaining unit for reading testing and placement that takes place outside their scheduled classroom times.

Allocations are by the following categories:

Reading Testing/Placement per Building below 400
Reading Testing/Placement per Building 400-599
Reading Testing/Placement per Building 600-699
Reading Testing/Placement per Building over 700

TESTING/SPECIAL ED STAFFING – SUMMER

Testing – Summer Kindergarten Testing Placement per Hour
Testing – Summer Reading Testing/Placement per Hour
Testing – Summer Special Ed Staffings per Hour
Testing – Summer Speech Screening Per Hour

CHANGING CLASSROOMS (INVOLUNTARY)

A member of the bargaining unit will be paid the non-instructional hourly rate when due to a program change or the needs of the site; it is necessary to change classrooms or assigned work areas from one room to another. Extra pay does not apply in situations where the change will take less than two hours to complete, or where the change is made to honor the request of

21/22	BA	B15	MA	M15	M30	M45	PHD	BA	B15	MA	M15	M30	M45	PHD
A	47,004	48,885	51,817	54,408	57,673	59,979	63,578	49,478	51,458	54,544	57,272	60,708	63,136	66,924
B	47,944	49,863	52,853	55,496	58,827	61,179	64,850	50,467	52,487	55,635	58,417	61,923	64,399	68,263
C	48,903	50,859	53,909	56,605	60,003	62,402	66,147	51,477	53,536	56,746	59,584	63,161	65,686	69,628
D	49,881	51,876	54,988	57,737	61,202	63,650	67,469	52,506	54,606	57,882	60,776	64,423	67,000	71,020
E	50,879	52,914	56,087	58,892	62,426	64,923	68,818	53,557	55,699	59,039	61,992	65,712	68,340	72,440
F	51,897	53,972	57,210	60,071	63,675	66,222	70,195	54,628	56,813	60,221	63,233	67,026	69,707	73,889
G	52,934	55,050	58,353	61,271	64,945	67,545	71,598	55,720	57,947	61,424	64,496	68,363	71,100	75,366
H	53,993	56,149	59,520	62,496	66,244	68,895	73,029	56,835	59,104	62,653	65,785	69,731	72,521	76,873
I	55,073	57,274	60,710	63,746	67,571	70,273	74,490	57,972	60,288	63,905	67,101	71,127	73,972	78,411
J	56,174	58,419	61,925	65,021	68,922	71,678	75,980	59,131	61,494	65,184	68,443	72,549	75,451	79,979
K	57,297	59,587	63,162	66,321	70,300	73,112	77,501	60,313	62,723	66,486	69,812	74,000	76,960	81,580
L	58,443	60,779	64,427	67,647	71,706	74,575	79,052	61,519	63,978	67,818	71,207	75,480	78,500	83,213
M	59,612	61,997	65,716	69,001	73,141	76,069	80,633	62,749	65,260	69,175	72,633	76,991	80,073	84,877
N		63,237	67,031	70,382	74,604	77,590	82,246		66,565	70,559	74,086	78,531	81,674	86,575
O		64,503	68,372	71,790	76,097	79,143	83,891		67,898	71,971	75,568	80,102	83,308	88,306
P		65,792	69,740	73,226	77,619	80,725	85,569		69,255	73,411	77,080	81,704	84,974	90,073
Q		67,109	71,134	74,692	79,172	82,340	87,280		70,641	74,878	78,623	83,339	86,674	91,874
R		68,451	72,558	76,187	80,756	83,988	89,027		72,054	76,377	80,197	85,006	88,408	93,713
S		69,820	74,008	77,710	82,371	85,667	90,807		73,495	77,903	81,800	86,706	90,176	95,586
T			75,489	79,264	84,017	87,380	92,623			79,462	83,436	88,439	91,979	97,498
U			76,999	80,849	85,698	89,129	94,475			81,052	85,104	90,208	93,820	99,447
V			78,540	82,467	87,412	90,912	96,366			82,674	86,807	92,013	95,697	101,438
W			80,111	84,115	89,161	92,730	98,293			84,327	88,542	93,854	97,611	103,466
X			81,713	85,798	90,945	94,585	100,259			86,014	90,314	95,732	99,563	105,536
Y			83,347	87,513	92,764	96,477	102,264			87,734	92,119	97,646	101,555	107,646
Z			85,014	89,263	94,619	98,407	104,309			89,488	93,961	99,599	103,586	109,799
AA			86,713	91,048	96,511	100,374	106,395			91,277	95,840	101,591	105,657	111,995
BB			88,447	92,869	98,441	102,381	108,522			93,102	97,757	103,622	107,769	114,234
CC			90,216	94,727	100,411	104,429	110,693			94,964	99,713	105,696	109,925	116,519
DD			92,021	96,622	102,419	106,518	112,907			96,864	101,707	107,809	112,124	118,849

2022-2023														
	Without Board Paid TRS							With Board Paid TRS						
Step	BA	B15	MA	M15	M30	M45	PHD	BA	B15	MA	M15	M30	M45	PHD
A	48,209	50,138	53,145	55,803	59,151	61,517	65,208	51,286	53,339	56,537	59,364	62,927	65,444	69,371
B	49,173	51,141	54,208	56,919	60,336	62,748	66,512	52,312	54,405	57,668	60,552	64,187	66,753	70,758
C	50,157	52,163	55,291	58,056	61,541	64,002	67,843	53,358	55,492	58,820	61,762	65,469	68,087	72,173
D	51,160	53,206	56,398	59,217	62,771	65,282	69,198	54,426	56,603	59,998	62,997	66,778	69,449	73,615
E	52,184	54,270	57,525	60,402	64,027	66,587	70,582	55,515	57,734	61,197	64,257	68,114	70,837	75,087
F	53,227	55,355	58,676	61,611	65,308	67,919	71,995	56,625	58,888	62,422	65,543	69,476	72,254	76,590
G	54,291	56,461	59,849	62,841	66,610	69,277	73,433	57,757	60,065	63,669	66,852	70,862	73,699	78,121
H	55,377	57,588	61,045	64,098	67,942	70,661	74,902	58,912	61,264	64,942	68,190	72,279	75,172	79,683
I	56,484	58,742	62,266	65,380	69,303	72,074	76,400	60,090	62,491	66,241	69,553	73,726	76,674	81,276
J	57,614	59,916	63,513	66,687	70,688	73,516	77,928	61,291	63,741	67,567	70,944	75,200	78,208	82,902
K	58,766	61,115	64,781	68,021	72,102	74,986	79,488	62,517	65,016	68,916	72,363	76,704	79,772	84,561
L	59,941	62,338	66,079	69,381	73,544	76,487	81,078	63,767	66,317	70,297	73,810	78,238	81,369	86,254
M	61,140	63,586	67,400	70,770	75,016	78,019	82,700	65,042	67,645	71,702	75,287	79,804	82,999	87,979
N		64,858	68,750	72,187	76,516	79,579	84,354		68,998	73,138	76,794	81,400	84,659	89,739
O		66,156	70,124	73,631	78,048	81,172	86,042		70,379	74,600	78,330	83,030	86,353	91,534
P		67,479	71,528	75,104	79,608	82,795	87,762		71,786	76,094	79,898	84,690	88,080	93,364
Q		68,829	72,958	76,607	81,201	84,451	89,518		73,223	77,615	81,497	86,384	89,842	95,232
R		70,206	74,418	78,140	82,826	86,141	91,310		74,687	79,168	83,128	88,113	91,640	97,138
S		71,609	75,905	79,702	84,482	87,863	93,135		76,180	80,750	84,789	89,875	93,471	99,080
T			77,424	81,296	86,170	89,620	94,997			82,366	86,485	91,671	95,341	101,061
U			78,973	82,922	87,895	91,414	96,897			84,014	88,214	93,505	97,249	103,082
V			80,554	84,581	89,653	93,242	98,836			85,695	89,980	95,375	99,194	105,145
W			82,164	86,271	91,446	95,108	100,813			87,409	91,778	97,283	101,178	107,248
X			83,807	87,998	93,277	97,010	102,829			89,157	93,614	99,230	103,202	109,393
Y			85,484	89,756	95,142	98,951	104,885			90,940	95,485	101,215	105,267	111,580
Z			87,193	91,551	97,044	100,930	106,983			92,759	97,395	103,239	107,372	113,812
AA			88,936	93,382	98,985	102,947	109,123			94,612	99,343	105,303	109,518	116,088
BB			90,714	95,249	100,965	105,006	111,304			96,505	101,329	107,409	111,708	118,408
CC			92,528	97,156	102,985	107,106	113,531			98,434	103,357	109,558	113,943	120,777
DD			94,380	99,098	105,044	109,248	115,801			100,404	105,424	111,749	116,222	123,193

2023-2024														
	Without Board Paid TRS							With Board Paid TRS						
Step	BA	B15	MA	M15	M30	M45	PHD	BA	B15	MA	M15	M30	M45	PHD
A	49,173	51,141	54,208	56,919	60,334	62,747	66,512	53,160	55,288	58,603	61,534	65,226	67,835	71,905
B	50,157	52,164	55,292	58,057	61,542	64,003	67,843	54,224	56,394	59,775	62,764	66,532	69,192	73,344
C	51,160	53,206	56,397	59,217	62,772	65,282	69,200	55,308	57,520	60,970	64,018	67,862	70,575	74,811
D	52,183	54,270	57,526	60,402	64,026	66,587	70,582	56,414	58,670	62,190	65,299	69,217	71,986	76,305
E	53,227	55,356	58,676	61,610	65,307	67,919	71,993	57,543	59,844	63,434	66,605	70,602	73,426	77,830
F	54,292	56,462	59,850	62,843	66,614	69,278	73,434	58,694	61,040	64,703	67,938	72,015	74,895	79,388
G	55,377	57,590	61,046	64,098	67,942	70,662	74,902	59,867	62,259	65,996	69,295	73,451	76,391	80,975
H	56,485	58,740	62,266	65,380	69,301	72,074	76,400	61,065	63,503	67,315	70,681	74,920	77,918	82,595
I	57,614	59,917	63,511	66,688	70,689	73,515	77,928	62,285	64,775	68,661	72,095	76,421	79,476	84,246
J	58,766	61,115	64,783	68,021	72,102	74,986	79,487	63,531	66,070	70,036	73,536	77,948	81,066	85,932
K	59,941	62,337	66,077	69,381	73,544	76,486	81,078	64,801	67,391	71,435	75,006	79,507	82,688	87,652
L	61,140	63,584	67,401	70,769	75,015	78,017	82,700	66,097	68,739	72,866	76,507	81,097	84,343	89,405
M	62,363	64,858	68,748	72,185	76,517	79,579	84,354	67,419	70,117	74,322	78,038	82,721	86,031	91,194
N		66,156	70,125	73,630	78,047	81,171	86,042		71,520	75,811	79,600	84,375	87,752	93,018
O		67,480	71,527	75,103	79,609	82,795	87,763		72,951	77,326	81,192	86,064	89,508	94,879
P		68,828	72,959	76,606	81,201	84,451	89,517		74,409	78,875	82,817	87,785	91,298	96,775
Q		70,206	74,417	78,139	82,825	86,140	91,308		75,898	80,451	84,475	89,541	93,124	98,711
R		71,610	75,906	79,703	84,483	87,864	93,136		77,416	82,061	86,165	91,333	94,988	100,688
S		73,042	77,423	81,296	86,172	89,620	94,997		78,964	83,701	87,888	93,159	96,886	102,699
T			78,973	82,922	87,894	91,413	96,897			85,376	89,645	95,021	98,825	104,754
U			80,552	84,580	89,653	93,243	98,835			87,083	91,438	96,922	100,803	106,849
V			82,165	86,272	91,446	95,107	100,813			88,827	93,267	98,861	102,818	108,987
W			83,808	87,996	93,275	97,010	102,829			90,603	95,131	100,838	104,876	111,166
X			85,484	89,757	95,142	98,950	104,886			92,415	97,035	102,856	106,973	113,390
Y			87,193	91,551	97,045	100,930	106,983			94,263	98,974	104,914	109,114	115,657
Z			88,937	93,382	98,985	102,948	109,122			96,148	100,954	107,011	111,295	117,970
AA			90,714	95,250	100,965	105,006	111,305			98,069	102,973	109,151	113,520	120,330
BB			92,529	97,154	102,984	107,106	113,530			100,031	105,031	111,334	115,790	122,735
CC			94,379	99,099	105,045	109,249	115,801			102,031	107,134	113,562	118,107	125,190
DD			96,267	101,080	107,145	111,433	118,117			104,072	109,276	115,832	120,468	127,694

2024-2025														
	Without Board Paid TRS							With Board Paid TRS						
Step	BA	B15	MA	M15	M30	M45	PHD	BA	B15	MA	M15	M30	M45	PHD
A	50,156	52,164	55,292	58,057	61,541	64,002	67,842	55,116	57,323	60,760	63,799	67,627	70,332	74,552
B	51,160	53,207	56,398	59,218	62,773	65,283	69,200	56,220	58,469	61,976	65,075	68,981	71,740	76,044
C	52,183	54,270	57,525	60,401	64,027	66,588	70,584	57,344	59,637	63,214	66,375	70,359	73,174	77,565
D	53,227	55,355	58,677	61,610	65,307	67,919	71,994	58,491	60,830	64,480	67,703	71,766	74,636	79,114
E	54,292	56,463	59,850	62,842	66,613	69,277	73,433	59,662	62,047	65,769	69,057	73,201	76,129	80,696
F	55,378	57,591	61,047	64,100	67,946	70,664	74,903	60,855	63,287	67,085	70,440	74,666	77,653	82,311
G	56,485	58,742	62,267	65,380	69,301	72,075	76,400	62,071	64,552	68,425	71,846	76,155	79,203	83,956
H	57,615	59,915	63,511	66,688	70,687	73,515	77,928	63,313	65,841	69,792	73,284	77,678	80,786	85,635
I	58,766	61,115	64,781	68,022	72,103	74,985	79,487	64,578	67,159	71,188	74,749	79,234	82,401	87,348
J	59,941	62,337	66,079	69,381	73,544	76,486	81,077	65,869	68,502	72,614	76,243	80,818	84,051	89,096
K	61,140	63,584	67,399	70,769	75,015	78,016	82,700	67,187	69,873	74,065	77,768	82,434	85,732	90,879
L	62,363	64,856	68,749	72,184	76,515	79,577	84,354	68,531	71,270	75,548	79,323	84,082	87,447	92,697
M	63,610	66,155	70,123	73,629	78,047	81,171	86,041	69,901	72,698	77,058	80,911	85,766	89,199	94,551
N		67,479	71,528	75,103	79,608	82,794	87,763		74,153	78,602	82,531	87,481	90,982	96,443
O		68,830	72,958	76,605	81,201	84,451	89,518		75,637	80,174	84,181	89,232	92,803	98,371
P		70,205	74,418	78,138	82,825	86,140	91,307		77,148	81,778	85,866	91,016	94,659	100,337
Q		71,610	75,905	79,702	84,482	87,863	93,134		78,692	83,412	87,585	92,837	96,553	102,345
R		73,042	77,424	81,297	86,173	89,621	94,999		80,266	85,081	89,337	94,696	98,485	104,394
S		74,503	78,971	82,922	87,895	91,412	96,897		81,871	86,781	91,123	96,588	100,453	106,480
T			80,552	84,580	89,652	93,241	98,835			88,519	92,945	98,519	102,463	108,610
U			82,163	86,272	91,446	95,108	100,812			90,289	94,804	100,490	104,514	110,782
V			83,808	87,997	93,275	97,009	102,829			92,097	96,700	102,500	106,603	112,999
W			85,484	89,756	95,141	98,950	104,886			93,938	98,633	104,551	108,736	115,259
X			87,194	91,552	97,045	100,929	106,984			95,818	100,607	106,643	110,911	117,565
Y			88,937	93,382	98,986	102,949	109,123			97,733	102,618	108,776	113,131	119,915
Z			90,716	95,250	100,965	105,007	111,304			99,688	104,670	110,951	115,392	122,312
AA			92,528	97,155	102,984	107,106	113,531			101,679	106,764	113,169	117,699	124,759
BB			94,380	99,097	105,044	109,248	115,801			103,714	108,898	115,433	120,053	127,254
CC			96,267	101,081	107,146	111,434	118,117			105,788	111,078	117,743	122,455	129,799
DD			98,192	103,102	109,288	113,662	120,479			107,903	113,299	120,097	124,903	132,394

Nurse Salary Schedule								
22/23			23/24			24/25		
Step	LPN	RN	Step	LPN	RN	Step	LPN	RN
1	$26.94	$29.10	1	$27.75	$29.97	1	$28.58	$30.87
2	$27.48	$29.65	2	$28.30	$30.54	2	$29.15	$31.46
3	$28.02	$30.21	3	$28.86	$31.12	3	$29.73	$32.05
4	$28.57	$30.79	4	$29.43	$31.71	4	$30.31	$32.66
5	$29.14	$31.37	5	$30.01	$32.31	5	$30.91	$33.28
6	$29.71	$31.94	6	$30.60	$32.90	6	$31.52	$33.89
7	$30.30	$32.52	7	$31.21	$33.49	7	$32.14	$34.50
8	$30.87	$33.11	8	$31.80	$34.10	8	$32.75	$35.12
9	$31.45	$33.68	9	$32.39	$34.69	9	$33.36	$35.73
10	$32.03	$34.27	10	$32.99	$35.29	10	$33.98	$36.35
11	$32.61	$34.84	11	$33.59	$35.89	11	$34.59	$36.96
12	$33.20	$35.43	12	$34.19	$36.49	12	$35.22	$37.59
13	$33.77	$36.00	13	$34.78	$37.08	13	$35.83	$38.20
14	$34.36	$36.59	14	$35.39	$37.69	14	$36.45	$38.82
15	$34.93	$37.16	15	$35.98	$38.28	15	$37.06	$39.43
16	$35.52	$37.74	16	$36.58	$38.87	16	$37.68	$40.04
17	$36.09	$38.33	17	$37.18	$39.48	17	$38.29	$40.66
18	$36.67	$38.90	18	$37.77	$40.07	18	$38.90	$41.27
19	$37.25	$39.49	19	$38.37	$40.67	19	$39.52	$41.89
20	$37.83	$40.06	20	$38.96	$41.26	20	$40.13	$42.50
21	$38.42	$40.65	21	$39.57	$41.87	21	$40.75	$43.12
22	$38.99	$41.22	22	$40.16	$42.46	22	$41.36	$43.73
23	$39.58	$41.81	23	$40.76	$43.06	23	$41.99	$44.36
24	$40.15	$42.38	24	$41.36	$43.66	24	$42.60	$44.96
25	$40.74	$42.97	25	$41.96	$44.26	25	$43.22	$45.59