Board of Education Business Meeting

Tuesday, April 22, 2025 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. Student disciplinary cases 2(c)(9); 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, Dundee Highlands Elementary School**

5. **Approval of the Agenda**

6. **Recognition**

7. **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.**

8. **Board Announcements**

8.1. Good News

9. **Superintendent Report**

9.1. 2025-26 Superintendent's Student Advisory Council

9.2. Vision 2030

10. **Board Discussion**

10.1. Board Committee Reports

10.1.1. Board Operations Committee

10.1.2. Superintendent Evaluation Ad Hoc Committee

10.1.3. Board Policy Ad Hoc Committee

10.1.4. Board Member Handbook Ad Hoc Committee

10.2. Board Discussion

11. **Items for Discussion**

11.1. Consolidated District Plan 2025-2026

12. **Consent Items <$35k**

12.1. Approval of Board Meeting Minutes for March 25, 2025 and April 8, 2025

12.2. Approval of Disposal Report

12.3. Approval of Bills Payable

12.4. Approval of Treasurer's Report

12.5. Approval of Donation Report

12.6. Approval of Human Resources Report

12.7. Approval of Freedom of Information Act Report

13. **Consent Items >$35K**

13.1. Approval of Door Hardware Bid

13.2. Approval of Athletic Training Contract (Extension)

13.3. Approval of CTE Program Cosmetology Contract (Extension)

13.4. Approval of Design and Engineering Service Approval (DCHS)

13.5. Approval of Education Services Contract (Renewals)

13.6. Approval of Online Based Learning Contract (Renewal)

13.7. Approval of RTU Replacement Contract (JHS)

13.8. Approval of Technology Related Services Contracts (Renewals)

13.9. Approval of Schematic Design Phase Task Order (Parkview)

13.10. Approval of Student Private Placement 25-26 (Renewal)

14. **Roll Call Action Items**

14.1. Approval of Elgin Community College CTE Course Articulation Agreement

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

14.3. Approval of Recreation Drive Intergovernmental Agreement

14.4. Approval of Student Discipline Case #6

14.5. Approval of Student Discipline Case #7

14.6. Approval of Vision 2030 Resolution

15. **Closed Session**

15.1. 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. Student disciplinary cases 2(c)(9); 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).

15.2. Motion to Adjourn Closed Session and return to open session

16. **Reconvene in Open Session**

16.1. Roll Call

17. **Adjournment**

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 22, 2025

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Angela Marler Conner,
Director of Federal Programs

Patricia Schmidt,
Executive Director of School Improvement & Accountability

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/22/2025
BOE 2nd Reading	5/13/2025

SUBJECT: **Consolidated District Plan FY26**

Background

The Consolidated District Plan is required under law for an LEA that receives Federal grants, including Title I, Title II, Title III (LIEP), Title IV, all ESSER, IDEA Flow-Through, and Preschool Dollars. The Consolidated District Plan is to be reviewed annually and approved by the Local School Board if and when significant changes are made. The Consolidated District Plan included below was reviewed and revised by district administrators, outlines how federal program funds will be used at the district level, and reviews the requirements needed to receive Federal Program dollars. In 2024-2025, the District Bilingual Plan was added to the Consolidated District Plan.

Administrative Recommendation

The administration recommends that the Board approve the Consolidated District Plan for Federal Grants for the 2025-2026 School year.

D300 FY26 Consolidated District Plan

Overview:

The District Plan shall be developed with timely and meaningful consultation with teachers, principals, other school leaders, paraprofessionals, specialized instructional support personnel, charter school leaders, administrators, other appropriate school personnel, and parents of children in schools served under the:

- **Every Student Succeeds Act** (ESSA) legislation, and as appropriate, is coordinated with other programs under ESSA,
- **Individuals with Disabilities Education Act** (20 U.S.C. 1400 et seq.),
- **Rehabilitation Act** of 1973 (20 U.S.C. 701 et seq.), the Strengthening
- **Career and Technical Education** for the 21st Century Act (20 U.S.C.2301 et seq.),
- **Workforce Innovation and Opportunity Act** (29 U.S.C. 3103 et seq.),
- **Head Start Act** (42 U.S.C. 9831 et seq.),
- **McKinney-Vento Homeless Assistance Act** (42 U.S.C. 11301 et seq.),
- **Adult Education and Family Literacy Act** (29 U.S.C. 3271 et seq.), and other Acts as appropriate.

Included Programs:

ESSA, IDEA, Rehabilitation Act, CTE 21st Century, Head Start, McKinney Vento Act, American Rescue Plan, Adult Education and Family Literacy Act, Bilingual Education

Contact Information:

Describe the steps that will be taken to overcome barriers to equitable program participation of students, teachers, and other beneficiaries with special needs.

CUSD 300 will ensure to the extent possible equitable access to, participation in, and appropriate educational opportunities for students served. Federally funded activities, programs and services will be accessible to all teachers, students, and other program beneficiaries with special needs, allowing them to participate fully in projects. CUSD 300 does not discriminate on the basis of age, color, religion, creed, disability, marital or veteran status, national origin, race or gender. The intent of the use of these funds is to eliminate access barriers to learning due to each student's individual learning needs.

D300 FY26 Consolidated District Plan

Needs Assessment and Programs:

1. Describe how the LEA will align federal resources, including but not limited to the programs in the CDP, with state and local resources to carry out activities supported in whole or in part with funding from the programs selected.

In collaboration with all departments (Federal Programs/Grants, Special Education, Assessment and Professional Development) through the Chief Academic and Chief Operations Officers, the departments meet on a bi-weekly basis and collaborate at least monthly to build in activities that align funding with our District Strategic Plan. The Strategic Plan is developed in collaboration with all administrative stakeholders, the school board, and community members. The Strategic Plan is aligned with current data, continuous improvement strategies, and best practices for students and staff.

2. Provide a Summary of the LEA's Needs Assessment.

The LEA has taken a comprehensive approach to assessing the needs of our students, staff and community. At the district level, the 5 year strategic plan has been developed by administrators with parent and community stakeholder input. It was put into action in the fall of 2022. Several parent and community groups provided input, including the African American Parent Committee, the Bilingual Parent Advisory Committee, and the District Parent Advisory Committee. Surveys are available on the district website so that all stakeholders can contribute to the decision making process. At the school level, each school completes the school improvement planning process and Title I schools complete the schoolwide planning process. For the IDEA grant, surveys are taken regarding required professional development. All of these resources are combined to determine the needs of our schools and the district overall.

Plan Specifics:

Needs Assessment Results:

For each program for which funding is anticipated, provide a summary of the Needs Assessment Results. Include the program goal(s) identified through the needs assessment process, as applicable.

1. Title I-A Improving Basic Programs
   Based on student achievement data and report card data, schoolwide programs are required to provide services, to increase achievement and close achievement gaps for low income, especially minority students and English

learners. Achievement gaps persist for low income students. Programs will be designed to address the needs of these groups of students, for instance, afterschool programs, summer school, and professional development. Supplemental materials and supplies will also benefit our students. Additionally, instructional coaches, interventionists, and family school liaisons will be part of all school wide Title I programs. Afterschool programs, summer school, and professional development will also be incorporated into Title I school plans.

2. Title I-A School Improvement
   **Carpentersville Middle School*
   Based on student achievement, programs to increase student academic success at Carpentersville Middle School will continue in the 2025-2026 school year. Carpentersville Middle School has a comprehensive professional development plan targeted for students with disabilities for both areas reading and math. Appropriate resources for students who receive additional academic support in smaller settings, as well as within the general education setting have been identified. Additionally, before and after school activities will focus on reading and math for students who need additional support.
   **Parkview Elementary*
   Based on an analysis of student achievement data, Parkview Elementary School will implement a strategic academic plan during the 2025–2026 school year to enhance student academic success. A comprehensive professional development plan has been established, with a specific focus on supporting black students and students with disabilities in the areas of reading and mathematics. Appropriate instructional resources have been identified to support students receiving additional academic interventions, both in small group settings and within the general education environment. Furthermore, before- and after-school programs will prioritize reading and mathematics instruction for students requiring additional academic support.
   Perry Elementary
   Based on an analysis of student achievement data, School will implement a strategic academic plan during the 2025–2026 school year to enhance student academic success. A comprehensive professional development plan has been established, with a specific focus on supporting students with disabilities in the areas of reading and mathematics. Appropriate

instructional resources have been identified to support students receiving additional academic interventions, both in small group settings and within the general education environment. Furthermore, before- and after-school programs will prioritize reading and mathematics instruction for students requiring additional academic support.

Lakewood Elementary

Based on an analysis of student achievement data, School will implement a strategic academic plan during the 2025–2026 school year to enhance student academic success. A comprehensive professional development plan has been established, with a specific focus on supporting students with disabilities, English learners and low-socioeconomic status in the areas of reading and mathematics. Appropriate instructional resources have been identified to support students receiving additional academic interventions, both in small group settings and within the general education environment. Furthermore, before- and after-school programs will prioritize reading and mathematics instruction for students requiring additional academic support.

3. Title II-A

   Professional development is linked to student performance data, staff surveys, professional development surveys, the district strategic plan activities and indicators, professional learning communities, the professional development plan. The district provides comprehensive professional development options to all teachers and instructional administrators. Teachers have access to full-district and teacher institute professional development activities that are systematically developed around key district targets. Teachers and administrators also have opportunities to learn through professional learning communities, workshops, teacher teams, and other differentiated and personalized learning opportunities. Professional development is delivered in a variety of formats including face to face, blended, and online. D300 supports membership in professional organizations; attendance at workshops and conferences; internal professional development activities and opportunities for teacher and administrator leadership. The areas of focus for 2025-26 are Professional Learning Communities, student voice, student safety, best practice learning strategies for all (centered on English learners and special education students); and coaching for all. All professional development will be centered

and linked to these five concepts so that there is coherence for teachers, instructional coaches and administrators.

4. Title III LIEP

   Based on student achievement data the district has continued to expand its dual language offerings across the district to serve more students. As part of the expansion, the district has established three dual language academies. We have explored and implemented a five day a week targeted language support for all non dual language students needing language support. AVID Excel has expanded at Carpentersville Middle School across sixth through eighth grade to help students academically and to increase their language acquisition. Supplemental materials are used across all grade levels to give ELs equitable access to the curriculum in their native language. Since the pandemic, the district has dedicated time to investigating and trying various technology features to increase our support for our families and students when there is a need for a remote learning environment. This exploration of resources has allowed us to open the line of communication with our families and be able to support them with native language support. Feedback on professional development forms as well as classroom observations provide the data needed to provide professional development to move our students forward academically. Feedback on Instructional coach support has helped with identifying areas of need for teachers as well. Our district is continuing to take a collaborative approach to ensure language is supported throughout all content areas.

5. Title III ISEP

   The needs under the Immigrant Education Program include assisting students with language acquisition, especially at the secondary level. Additionally, immigrant parents want to learn English to help them communicate in the community. Parents want to be able to help their child with homework. School personnel want to be able to assist newcomers and need EL strategies to help students academically. The district has strategically placed staff that speak Spanish to support students and their family communication in Spanish at different schools. Parents and students need help navigating the school system and want someone who they can communicate with at the school. Unaccompanied youth from other countries need a point person at the school who they can build a relationship with and to go to with questions especially at the secondary level. Parents have

requested language acquisition help as well as how to support their child in school. In addition, they want to know about community resources to assist their family with physical and mental health, clothing, food, transportation, nutrition and education for themselves.

6. Title IV Student Support & Academic Enrichment
   The need for mental health support is evident in the Kane County Health Surveys as well as school district data based on social work minutes, parent requests for support for their child in the area of social emotional, level of care referrals for students. Schools will be provided funding for assemblies, parent events, speakers to support increasing awareness of mental health and strategies for coping. To support schools' abilities to expose students to different college/trade school/universities money will be allocated for visits to these schools during the school day to allow students exploration of possibilities they may not be aware of as well as to provide opportunities to students who may not have parents capable of exploring these opportunities. To support teachers with professional development and refining of their curriculum, money will be used to support this curricular area. Extended day/year programs for students who need more support in our non-Title buildings are needed. These buildings have students who struggle academically but do not have the funds for programming beyond the school day. Programs supporting math and/or literacy will be offered to students who are below grade level expectations in one or both of these areas. Summer School offerings will be offered to all students. Due to the racial inequities, the need for SEL supports and summer school remain consistent.

7. IDEA Part B - Flow Through
   The needs assessment was used in the LEA needs process. CUSD 300 continues to focus on early intervening successes academically and behaviorally with the need to all students K-12. Based on the results of the March 2025 needs assessment, an ongoing need for: supporting students with anxiety, depression, DMDD and ADHD, Strategies for executive functioning, FA/BIP training, de-escalation strategies including CPI, Legal Updates, and nursing specific professional development. Buildings continue to request support including coaching, staff development and materials to support special education students in the general education setting. Professional development for IEP teams for staff to demonstrate appropriate

conversation and decisions being made at the IEP team meeting and development. This year, same as last year, will continue to work with IEP compliance and compliance will continue to be incorporated through online training-based-development with Schoology as well as face-to-face after school opportunities. Staff will receive additional support of reading to align with the ELA standards and Math standards. Goal is to update the curriculum to align with the science of reading. In addition to continuing to support low incidence and personal development for executive functioning skills. As test scores for students with disabilities are lower than expected to focus efforts to improve instruction to increase skills for students especially in math and reading. Science continues to align with general education with support for accommodations to meet needs. Staff feedback continues to indicate that teachers are still eager for professional development and materials on best practices, differentiation, assistive technology and ways of engaging students in classroom activities. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health, including behavior management.

8. IDEA Part B - Preschool
   Approximately 8% of preschool staff replied to the needs assessment. They indicated the same needs as the K-12 staff. Data indicates needs supporting students with DMDD, anxiety and depression, emotional regulation, functional analysis and behavior interventions and supporting students. In addition, legal updates for IEP and 504's especially with the state requirements of restraint and time out regulations. Another area of need is to continue to include professional development to meet a more inclusive setting. CUSD 300 will be undergoing a DMGroup program review to identify ways to improve overall Pre-K programming for students.

Stakeholders:

1. *Teachers*, *Principals*, *School Leaders*, *Specialized Instructional Support*, *Parents*, *Parent Liaisons*, *Title I Director*, *Title II Director*, *Bilingual Director*, *Title IV Director*, *Special Education Administrators*, *Community Members.*
2. Articulate how the LEA consulted with the stakeholders identified above in the development of this plan. Describe how stakeholders' input impacted the final plan submission, as well as references to particular meetings. Note that

documentation of stakeholder engagement may be requested during monitoring; keep documentation on file.
Needs assessments from the community were used to develop the plan (Head Start, Kane County Health Department) as well as district needs assessments completed by teachers, administrators, para professionals, Family School Liaisons and parents. Non-public schools are met throughout the year as well as via email as needed. Community Engagement meetings are held monthly (third Wednesday) addressing the needs in the community. Agencies such as Girl Scouts, Rosecrance (mental health, substance abuse), Aunt Martha's Health and Wellness, Fox River Valley Libraries, Carpentersville Police Department address the needs of the community and are working on a process to decrease a person in need having to run agency to agency to get assistance. The needs of the schools are gathered during data meetings held two times each year. Principals present their student data including academic, attendance and behavioral. During the school leaders identify their greatest needs preventing students from being successful in school. This becomes a collaborative effort with district leaders. Parents and students participate through needs assessments as well as participation on Superintendent's Executive Cabinet - Monthly throughout the year - discussion and input used in the writing the plan
Superintendent's Cabinet - Monthly throughout the year Needs Assessment on Family Engagement - Fall 2024 - results used in writing the plan
Bilingual Parent Advisory Committee - regularly throughout the school year

3. Describe the approaches the district will use to include parents and family members in the development of LEA plans, so that the plans and related activities represent the needs of varied populations
Special Education engages parent feedback in the way during the IEP process, we partner with the Special Education Parent Network to host training and survey parents. In addition, the Parent Liaison has a D300 social media site to be able to gather parents input as well. Each school has a School Improvement Plan written with a team with parent representation. The School Improvement Plans are used in writing the various grants to meet the needs of each school. The Bilingual Parent Advisory Committee also plans educational and social activities for inclusion of Bilingual parents in the culture and climate of the schools, as well as planning for the education of students. Title I buildings have engaged parents in parent involvement

surveys and have completed parent engagement assessments. Title I parents are invited to participate annually in the Title I parent planning meetings.

4. Describe the activities/strategies the LEA will implement for effective parent and family engagement. This includes a description of any activities/strategies that will be implemented for effective English learner and immigrant parent family engagement, as applicable.
   Special education partners with the Special Education Parent Network. Through this network, parents have access to a parent liaison that will work with them to understand the IEP process and procedures. The Parent Network Liaison and CUSD 300 partner together to host quarterly, D300 Special Education Network meetings throughout the year. Topics include: Understanding the IEP Process and conflict Resolution, Fostering Growth and Mental Health for Children in Special Education, Executive Function Strategies, and Transition Planning/Guardianship and wills. At all trainings, parents complete a survey with the Parent liaison. **BPAC plans for social and academic enrichment activities, including celebrations, field trips and events to participate in registration and documents.

Preschool Coordination:

Describe how the district will support, coordinate, and integrate services provided under this part with early childhood education programs at the district or individual school level, including plans for the transition of participants in such programs to local elementary school programs.

Early childhood programs are funded through IDEA Pre-K grant, as well as through Federal and State preschool grants. Through the grant, IEP meetings and transition meetings are provided for students going to kindergarten. Staff meets with parents/guardians of students with IEPs to plan for student transitions into kindergarten.Using IDEA funds allow for students to have IEP needs met in the areas of academic, social emotional and developmental areas.

Staff hold conferences with parents/guardians of kinder-bound students in our PFA/PFAE programs at the end of each school year to share child strengths and give ideas for both academic and social emotional needs to parents of summer activities to support children in the transition to kindergarten

Early childhood programs are funded through Preschool For All Grant and the Expansion grant. Through those grants transition meetings are provided for students going to kindergarten. Though we hold a large preschool program, less

than 50% of our kindergartners in our Title I buildings attend preschool. Additionally, Title I funds may be used as needed to support preschool programs. Throughout the school year, family events are held to increase the knowledge and skills of families to support their child's academic and social emotional learning needs. Topics that have been covered include early literacy skills, math, supporting behavioral needs, and hands-on science activities.

Student Achievement:

1. Describe the well-rounded instructional program to meet the academic and language needs of all students and how the district will develop and implement the program(s).

The District 300 mission statement indicates: *District 300 will provide engaging and inclusive educational experiences that empower and equip all students to discover, innovate, and succeed now and in the future.* The vision statement indicates: *District 300 will empower and equip each student to reach their highest potential in their chosen pathway.* The strategic plan has a strong focus on student growth and achievement in the areas of both reading and math.

D300 also supports evidence-based instructional strategies which promote active learning and high levels of engagement for all learners. Quality instruction is supported by highly effective teachers and staff and is supported through a comprehensive professional development system. Instruction is designed using data and student learning is measured through a variety of assessments ranging from informal checks-for-understanding to standardized state and national testing. D300 curriculum frameworks support:

D300 curriculum frameworks are aligned to Illinois State Learning Standards and national standards. Engaging with the D300 curriculum prepares students for their postsecondary plans. The curriculum is evidence-based and vertically aligned PreK-12 and is reviewed through a continuous improvement process. D300 partners with families and parents to support the academic growth and well-being of their students. The curriculum focuses on the development of 21st century skills, preparing students for their postsecondary plans, and innovation. The curriculum is rigorous and relevant for all grade levels and diverse students of all abilities.

- Intentional alignment to standards
- Clear learning outcomes with aligned assessments
- Engaging learning experiences
- High-impact instructional strategies
- Sequenced units of study that serve as a detailed road map
- Focus on the development of the whole child

D300 is a Professional Learning Community (PLC). Through the professional learning community process the focus is on four guiding questions:

1. What do we want students to know?
2. How will we know when they know it?
3. What will we do when they don't know it?
4. What will we do when they do know it?

   The PLC process also focuses on collaborative teams focusing on student learning by using protocols, norms, and data. Collaborative teams work to unpack standards, to identify learning targets, and to share instructional practices. Through a process of using common classroom assessments, teachers can advocate for what additional supports are needed for individual students or groups of students.

2. List and describe the measures the district takes to use and create the identification criteria for students at risk of failure.* Include criteria for low-income, EL, special education, neglected, and delinquent as applicable to the district.

In Kindergarten, interventionists should push into classrooms for small group instruction to help support early literacy and mathematics development through the first quarter. Then staff push in to support learning concepts in the kindergarten classrooms.

In grades 1-5, interventionists pull students together of like level, based upon identified needs and skill deficits. Interventionists may also need to run more than one group per grade level. Students receiving Tier 3 intervention need to receive the full core instruction from the general education teacher in the classroom and a Tier 2 intervention, in addition to the Tier 3 intervention.

Students in grades 6-12 will receive full core instruction in their English and mathematics courses. Those who require Tier 3 support will receive scaffolded support in both Tiers 2 and 3. This intervention will be provided as

a course embedded as a class period into their daily schedule. In order to determine which students need interventions, staff review iReady diagnostics, summative assessments, class records and formative assessments to make that decision. Depending on the intervention resource selected, interventionists will utilize the diagnostic and placement assessment provided within the materials in order to determine where to begin instruction.

1. Administer the iReady Diagnostic
2. Determine the student's scale score and skill deficit
3. If the scale score and skill deficits are identified as being two or more grade levels below, refer to the MTSS Handbook entrance criteria to determine if the student will benefit from daily intervention provided by a reading or math interventionist 5 days per week, 30 minutes per session in small groups.
4. If the scale score is within one grade level of proficiency, the classroom teacher will provide scaffolded Tier 2 support for the identified skill deficit.
5. Progress monitor over time and make adjustments to intervention as necessary following the guidelines in the MTSS Handbook.

3. Describe the additional education assistance to be provided to individual students needing additional help meeting the challenging State academic and language standards. This includes a description of any additional educational assistance designed to assist English learners and immigrant students to access academic content and develop language proficiency, as applicable.

A Multi-Tiered System of Supports (MTSS) is a systemic, continuous-improvement model in which data based decision-making is practiced across all levels of the educational system for supporting students. MTSS utilizes high quality evidence-based instruction, intervention, and assessment practices to ensure that every student receives the appropriate level of support to master grade level expectations. A Multi-Tiered System of Supports aligns academic and social emotional instruction implemented with fidelity and sustained over time, in order to enable every child to be college or career ready. This three-tiered model of support covers both the academic and social emotional learning associated with student success.

Tier 1 Instruction:

- Focuses on all students receiving rigorous standards based curriculum.
- Ensures core curriculum is aligned with 21st century learning skills.
- Connects to district curriculum that is evidence-based, aligned to New Illinois Standards
- Incorporates differentiation and flexible grouping. Effective instruction includes:
- Evidence-based core instructional programs aligned to standards
- Flexible grouping and differentiation
- Formative and summative assessments
- 21st century learning skills
- Enrichment and extension
- Strategies to motivate and engage learners

Tier 2 Instruction:

Tier 2 instruction is conducted within the classroom setting during the core instructional time or during Tier 2 time such as What I Need (WIN) time. Tier 2 is targeted instruction that is matched to a specific need of the students. Tier 2 targeted instruction can be delivered in 10-15 minutes in small groups. Tier 2 is not a program, but rather targeted instruction based on formative data. Understanding i-Ready Scaled Scores Scale scores allow us to put everything on a single continuum so that we can compare across grade levels. Scale scores are a metric indicating that a student has mastered skills up to a certain point, and still needs to work on skills that come after that point. The scale score is a common language across grades and schools. When looking at these scores, it's important to note that the first number in a scale score does not equate to a grade level.

Tier 3 Instruction:

Literacy and Math Tier 3 instruction occurs outside the literacy and math block. Students receiving Tier 3 instruction, also need to receive Tier 2 instruction in the classroom with the classroom teacher. Tier 3 instruction may be delivered by an interventionist, a reading specialist, or special education teacher.

4. Describe the instructional and additional strategies intended to strengthen academic and language programs and improve school conditions for student learning and how these are implemented. This includes a description of any additional supplemental instructional activities and strategies designed to

strengthen academic and language programs for English learners and immigrant students, as applicable.

Title III funds are used to support our students identified as needing language services in our non-title schools through paraeducator support. Bilingual paraeducators work with individual and small groups of students based on their academic needs. Para-educators help within the general education classroom for push-in support as well as provide additional language support outside of the classroom setting during the school designated differentiation time. Paraeducators work directly with the ESL teacher from their respective building to ensure all student's academic needs are met. Student needs are determined using Access testing and the Istation formative assessment. Coaches will also continue to work with teachers to strengthen their instructional practices to ensure language development is being addressed at all grade levels. Funds are also used to provide parent programming for EL parents and for BPAC functions.

5. Explain the process through which the district will identify and address any disparities that result in low-income and/or minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.

Community School District 300 does not hire out-of-field teachers. Due to the limited number of bilingually certified teachers, we hire teachers from Spain and Puerto Rico as well as inexperienced teachers who are properly certified. To help these teachers instructional coaches are hired to model and work with the teachers in their classrooms. Teachers meet in Professional Learning Communities to look at student work and discuss instructional strategies for teaching concepts. This helps inexperienced teachers increase their knowledge of strategies to use with students. In addition, they look at assessment data to identify students who are struggling. Teachers who are more experienced or whose students did well on an assessment share their teaching strategies. Students may also be grouped for re-teaching with the teacher whose students did well on the assessment. The district ensures that second language students in our Title I buildings are taught by teachers who are certified bilingual/ ESL teachers as appropriate. Teachers not certified to teach these students are often moved out of the buildings or their current grade level and are replaced with a bilingual/ESL certified teacher. Instructional coaching of

teachers and paras to increase the strategies they use with students including, but not limited to differentiation, scaffolding, WIDA standards for language acquisition, ESL strategies, comprehension strategies, the use of manipulatives and proven programs. Teachers are given coaching based on requests, inexperience, as well as recommendation from building and district administration based on walk-through data and formal observations. Length of coaching depends on the needs of the teacher and/or students. Coaching model is: I teach, we teach, you teach (gradual release).

6. Describe the measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop digital literacy skills and improve academic achievement.

Board Policy 6:230 Library Media Program states the following:
The Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Illinois State Board of Education rule, and (2) the following standards:
The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
Financial resources for the program's resources and supplies are allocated to meet students' needs.
Students in all grades served have equitable access to library media resources. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals. Staff members are invited to recommend additions to the collection. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.

7. Describe how the district will identify and serve gifted and talented students by using objective criteria.

District 300 complies with the Illinois Accelerated Placement Act (Public Act 100-0421). The District 300 Board of Education believes that all students should be challenged and supported based upon their individual needs in order to develop their full potential. This belief is supported by the District's

commitment to provide both enrichment and acceleration options for students.

Definitions:

"Accelerated placement" is the placement of a student at the instructional level that best matches that student's needs by allowing access to a curriculum that is usually reserved for children who are older or in higher grades than the student. Accelerated placement options must include, but need not be limited to, early entrance to kindergarten and first grade, individual subject acceleration, and whole grade acceleration. Accelerated placement is not limited to those students who have been identified as gifted and talented, but rather is open to all students who demonstrate high ability and who may benefit from accelerated placement. Eligibility for accelerated placement shall also be open to all students regardless of race, ethnicity, gender, religion, sexual orientation, disability, English language proficiency, or socioeconomic status.

"Early entrance to kindergarten" is the admission of a student to kindergarten who will not yet be five years old by September 1 of that school year.

"Early entrance to first grade" is the admission of a student to first grade who will not yet be six years old by September 1 of that school year, and who has not completed kindergarten. Students who are younger than six upon starting first grade but who were admitted early to kindergarten do not need to be reevaluated prior to admission to first grade.

"Individual subject acceleration" is the practice of assigning a student to specific content at a higher instructional level than is typical given the student's grade for the purpose of providing access to appropriately challenging learning opportunities in one or more subject areas.

"Whole grade acceleration" is the practice of assigning a student to a higher grade level than is typical given the student's age on a full-time basis for the purpose of providing access to appropriately challenging learning opportunities.

The referrer shall complete the referral form and submit it to the Principal.

The Principal shall then forward the referral form to the appropriate individuals so that the remaining sections may be completed. The submission of the referral intake form by the initial referrer starts the clock on the thirty (30) calendar day evaluation process.

Parental Consent is obtained via the referral form when the individual referring the student for evaluation is a student's parent or legal guardian. In the event the referral is made by school personnel, the school principal shall obtain written consent. The district shall evaluate all students who are referred for evaluation and whose parent(s) or legal guardian(s) have granted permission to evaluate the student for possible accelerated placement.

For students returning to the district, evaluation requests should be made in the fourth quarter of the previous school year, and the student shall be evaluated in advance of the start of the school year in order to start in the accelerated placement on the first day of school. In all other cases, including but not limited to students transferring into the district, evaluations of a referred student shall be completed within 30 calendar days of the referral. Placement in the accelerated setting shall be made for the current school year, if the referral is made within the first quarter. For all referrals submitted after the first quarter and approved for acceleration, student acceleration would not begin until the start of the next school year.

Evaluation Process: The team must utilize a fair and equitable decision-making process that involves multiple persons and includes a student's parents or guardians. This multi-person evaluation team is responsible for gathering relevant, reliable and comprehensive data in order to determine whether and what type of accelerated placement is appropriate for that student.
Multiple Evaluators/Decision Makers
A diverse evaluation team shall consist of multiple participants.
Recommended team members include:

- Principal/assistant principal from the student's current school
- Most current teacher of that student
- School psychologist and/or school social worker
- District level administrator
- The student's parent/legal guardian shall be invited to participate in the evaluation process

Multiple Evaluation Criteria: The evaluation process shall include multiple valid, reliable indicators. For students referred for possible acceleration in an individual subject area, multiple assessments will be utilized, including, but

not limited to: iReady diagnostic, iStation diagnostic, Devereux Student Strengths Assessment (DESSA), and available district and state assessments. For students referred for possible whole grade acceleration, in addition to the assessments listed for individual subject area acceleration (above) the team will also use of the The Cognitive Abilities Test (CogAT), a multiple-choice K-12 assessment that measures reasoning skills with different types of verbal, quantitative, and nonverbal questions. If any assessments are utilized as part of the evaluation process: A) the instruments shall be appropriate given the needs of the student (e.g., linguistically appropriate instruments should be used with English Learner students); B) any assessment accommodations to which the student may be entitled generally (e.g., by the terms of an IEP) shall be available during the evaluation for accelerated placement; and C) parents or guardians shall be notified about any assessments that will be conducted as part of the evaluation at the time that they are asked to consent in writing.

College and Career:

1. Describe how the district will facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education including, if applicable: Coordination with institutions of higher education, employers, and other local partners **and** increased student access to early college, high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests and skills.

District 300 (D300) facilitates effective student transitions from middle school to high school and from high school to postsecondary education through a comprehensive system of academic programming, career exploration, and strategic partnerships with local institutions and employers.

To support these transitions, D300 provides a PaCE-aligned scope and sequence beginning in 6th grade and continuing through 12th grade, utilizing *SchooLinks*—a college and career readiness platform—across multiple courses as well as access for all students and instructional staff to support a school/district wide implementation. In middle school, students use SchooLinks in courses such as AVID and College and Career Exploration. In

high school, it is integrated into AVID, Career and Technical Education (CTE), personal development, and College 101 courses.

D300 ensures students have broad exposure to postsecondary options and career pathways through both in-school and community-based experiences. Each high school hosts more than 80 college and military representatives annually, while local business leaders regularly engage students through career talks, classroom presentations, and mentorship programs. Middle schools also host annual career days with participation from local businesses, Chambers of Commerce, and community organizations.

To further enhance postsecondary readiness, D300 students are provided with opportunities to meet with various college representatives—both in and out of state, including public, private, junior, and community colleges. Additionally, the district has established a dedicated College and Career Counselor to coordinate and support initiatives such as FAFSA workshops, college application nights, and site visits to technical training institutions.

D300 has strong partnerships with local institutions of higher education. Through its collaboration with Elgin Community College (ECC), the district offers both full-time and part-time dual credit opportunities to juniors and seniors. These include general education courses that can lead to an associate degree as well as CTE pathways leading to industry certifications or certificates in fields such as HVAC, Certified Nursing Assistant (CNA), welding, and more. Students also have access to programs through the ABC School of Cosmetology, where they can pursue licensure in cosmetology, barbering, esthetics, or nail technology.

Together, these efforts ensure that all students in D300 are supported through key educational transitions with access to meaningful college and career readiness experiences.

2. Describe the district's support for programs that coordinate and integrate the following: Academic and career and technical education content through coordinated instructional strategies, that may incorporate experiential learning opportunities and promote skills attainment important to in-demand occupations or industries in the State; and work-based learning

opportunities that provide students in-depth integration with industry professionals and, if appropriate, academic credit.

D300 offers Career and Technical Education (CTE) courses at all three high schools in the areas of business, family and consumer science, and industrial technology education. Furthermore, D300 offers students internship opportunities, cooperative education work programs, and cooperative work experience programs to meet student needs. D300 collaborates with local businesses, Chambers of Commerce, and organizations to facilitate these learning opportunities. Student participation in these programs is complimented by classroom experiences and, upon successful completion, students earn credit toward graduation. As an early exposure to careers, D300 students can participate in Exploratory Middle School courses that align with the National Career Clusters. All programs are available to any D300 student and are supported by appropriate D300 staff.

Professional Development:

For each program for which funding is anticipated for the 2025-2026 school year, provide a brief description of professional development activities to be funded by the program as applicable.

1. Title I Conferences regarding low income, low achieving, and at risk populations of students. Conferences to improve reading and math achievement as well as for Dual Language and English language learners. ESEA national conference, IL Association of Title I Directors.
2. Title II D300 offers multiple professional learning opportunities for certified teaching and administrative staff. Based on need and topic, both certified staff and administrators are able to attend various local and national conferences. To support the various professional learning opportunities, the district has contracts with Solution Tree and Frontline Evaluation and Professional Development Implementation software.
3. Title III - LIEP Conferences specific to Dual Language and English learner students. Coaching for dual language instruction.
4. Title III - ISEP Conferences specific to Dual Language and English learner students. Specific sessions for the rights of immigrant and Migrant students. Coaching for dual language instruction.
5. Title IV None

6. IDEA Part B Flow-Through Professional Development provided to District 300 special education staff is based on staff requests and the needs assessment completed. Funds for IDEA will be used to support professional conferences (for example ISHA, IASP, IAASE, vision conferences, hearing conferences, training for vision and hearing screening or topics of need). In addition, National conference for health services, LRP and CEC. Additional Professional Development topics of trauma informed practices, restorative practices, Love and Logic, PBIS, strengthening Families, CPI, executive functioning, and other requests. Professional development on compliance aligned with professional speakers for IEP compliance and substitute pay for compliance training support within the district. Allow for staff to have subs to learn from other teachers in the failed through mentoring and growth. Instructional practices improvement for zones of regulation, PLC's, math foundations, STARS curriculum, SRA, Barton, and other instructional materials. Will attend a vocational conference for staff. CEIS funds will be used to help support and grow general education teachers for special education support for students in the classroom through understanding of accommodations/instruction and social emotional needs of students.
7. IDEA Part B Preschool Professional Development provided to District 300 special education staff is based on staff requests and the needs assessment completed. Funds for Pre-K IDEA will be used to support professional conferences (for example ISHA, IASP, IAASE, vision conferences, hearing conferences, training for vision and hearing screening or topics of need). In addition, National conference for health services, LRP and CEC. Additional Professional Development topics of trauma informed practices, restorative practices, Love and Logic, PBIS, strengthening Families, and other requests. Professional development on compliance aligned with professional speakers for IEP compliance and substitute pay for compliance training support within the district. Allow for staff to have subs to learn from other teachers in the failed through mentoring and growth. Instructional practices improvement for zones of regulation, PLC's, Gold curriculum, STARS curriculum, and other instructional materials.

Safe Learning Environment:

1. Describe the process through which the district will: reduce incidences of bullying and harassment, reduce the overuse of discipline practices that remove students from the classroom, reduce the use of aversive behavioral interventions that compromise student health and safety; disaggregated by each subgroup of students as defined below.
    - each major racial and ethnic group
    - economically disadvantaged students as compared to students who are not economically disadvantaged
    - children with disabilities as compared to children without disabilities
    - English proficiency status
    - Gender

    District 300 prioritizes student health, welfare, and safety. The district educates students at all grade levels about bullying and harassment. Lessons are delivered to students through Social and Emotional lessons in the classroom along with educational speakers that focus specifically on these unacceptable behaviors. Students are informed how to report any instances they may experience and may do so anonymously if they prefer. The district administration reviews student discipline data regularly and monitors the various discipline practices administrators use. Focused training occurs quarterly with all administrators to educate and engage administrators in ways to continue reducing practices that remove students from the classroom. All administrators have been trained in Restorative Practices and use these practices to help students and staff resolve behavioral issues to keep students in the classroom more regularly. Restorative Practices, Love and Logic, and Crisis Prevention are all skills and strategies that the District supports and trains certificated and uncertificated employees that helps promote a more inclusive, safe and healthy environment for members of the school community. This coming year a push will be towards training staff in trauma informed practices with cultural awareness around DEI work.
2. Describe the services the district will provide homeless children and youth, including services provided with funds reserved to support the enrollment, attendance, and success of homeless children and youth, in coordination with the services the district is providing under the McKinney-Vento Homeless Assistance Act.

District 300 provides services to the children and youth who have been identified as homeless according to the McKinney-Vento Act to help them to overcome obstacles and barriers to receiving an education. These services include:

- Advocating and expediting school enrollment and services for homeless children and unaccompanied youth.
- Coordinating with registrars, FSL's, social workers and school staff in the district(s) to assist homeless students with obtaining documents necessary to attend school.
- Coordinating with the school district to provide transportation to and from school and school related activities.
- Providing and coordinating with registrars,FSL's social workers and school staff to assist with delivery of supplies to homeless children such as backpacks, school supplies, personal hygiene items, clothing, shoes, coats and boots at no expense to the families.
- Assisting with referrals to community resources for medical needs such as glasses, immunizations, dental and mental health needs that may that impair school performance
- Assisting with placing children in after school tutoring and after school programs free of charge for the families.
- Assisting and providing direct services to unaccompanied youth in an effort to support their continued education past high school graduation.
- Assisting parents in motels or doubling up with referrals for food, clothing, and shelter.

Title I Specific Pages:

1. Describe, in general, the targeted assistance and/or schoolwide programs the district will operate, as well as the goal of those programs. Where appropriate,please explain educational services outside such schools for children living in local institutions or community day programs for neglected or delinquent children.

   Lakewood School, Golfview Elementary School, Meadowdale Elementary School, Parkview Elementary School, Perry Elementary School, Lake in the Hills Elementary, Oak Ridge School, Dundee Crown High School and Carpentersville Middle School operate as schoolwide programs. Their goal is

to close the achievement gap for all of their sub groups as well as the entire school. Closing the achievement gap is done through data analysis. These schools consistently review their data at the school level as well as with the assistant superintendent for Title I schools. In addition they are given additional teachers who focus on closing the achievement gap through instructional coaching and small group instruction using proven intervention programs such as LLI (Leveled Literacy Intervention), Barton, and other proven programs as well as enrichment and reteach scheduled into the school day. In addition, before and/or after school programs are offered to students who have been identified as being below grade level and/or in need of additional social/emotional intervention. These students are enrolled in the additional programs based on their data. Summer school is also offered to students to reduce summer learning loss. Summer school may be but not limited to STEM Camp, Art Camp, Theater Camp and Music Camp. Research shows keeping students as active learners reduces summer learning loss. Field trips during the school year as well as in the summer are provided to increase students' background knowledge and increase their chances of making connections during their academic work in the areas of science, social studies and language arts. Field trips are aligned to the Common Core State Standards of each grade level and may address art and/or music. A family field trip may be offered in order to enrich the entire family and help parents support their child's learning. Schools conduct book studies to help the entire staff learn and move in the same direction. These books may address teaching strategies in academic areas, working with students of poverty, family engagement, professional learning communities, assessment and other areas addressed in the school's school improvement plan. Teachers work collaboratively on updating curriculum annually. The most effective model for instruction of English learners is dual language education. In a dual language program, students develop high levels of language proficiency in two languages (English and Spanish) , they achieve above grade level on academic performance measures and they demonstrate positive cross-cultural attitudes and behaviors.

Family school liaisons (FSLs) are placed at each Title I school. Their role is to focus on family engagement. They interpret and translate to make sure parents are communicated with in their first language. FSLs work with parents with issues such as attendance, school communication, school

documents and paperwork, and provide information and explanations of school policy and procedures. Provides information for families and school district staff and faculty with situations involving attendance, late arrivals, truancy, grade, progress reports, teacher conferences, illness situations, and interaction with administration, special events, and any other situation warranting Liaison needs. Schedule, organize and promote school activities to increase participation in various activities such as Parent Nights, monthly family night, and other school events Assist families in crisis by securing basic need items for them; distribute donated clothing, food, seasonal gifts, and other items; conduct home visits to families. Assist families and students with the registration process and adapting to their new school. Recruit parents and community member volunteers and coordinate schedules to efficiently use volunteer time and services. Act as an advocate for families, educate parents and students of their rights, available services, and assist families in finding community resources. Provide information and assistance to families to increase their understanding of and participation in the educational process.

IDEA Specific Requirements:

1. How was the comprehensive needs assessment information used for planning grant activities?
   The needs assessment was used in the LEA needs process. CUSD 300 continues to focus on early intervening successes academically and behaviorally with the need to all students K-12. Based on the results of the March 2025 needs assessment, an ongoing need for: supporting students with anxiety, depression, DMDD and ADHD, Strategies for executive functioning, FA/BIP training, de-escalation strategies including CPI, Legal Updates, and nursing specific professional development. Buildings continue to request support including coaching, staff development and materials to support special education students in the general education setting. Professional development for IEP teams for staff to demonstrate appropriate conversation and decisions being made at the IEP team meeting and development. CUSD 300 continues to work with IEP compliance and will continue to be incorporated through online training based development with Schoology as well as face-to-face after school opportunities. Staff will receive additional support of reading to align with the ELA common core

curriculum, new elementary science curriculum and curriculum adoption with low incidence and personal development for executive functioning skills , and staff training as an identified need. Staff will participate in math, ELA and Science instruction with continued focus on appropriate use of manipulative and ELA with the focus on closing the reading gap. Staff feedback continues to indicate that teachers are still eager for professional development and materials on best practices, differentiation, assistive technology and ways of engaging students in classroom activities. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

Pre-K

The needs assessment was used in the IEP needs assessment process. The most recent needs assessment via a program review, recommended to increase support for early childhood in the areas of professional development for compliance curriculum training. Other needs that came up with the professional development with supporting students with emotional regulation strategies , CPI, love and logic, and trauma informed practices. The review also recommended continued growth of the special education preschool instruction and environmental options with no-disabled peers resulting in continued support for pre-k. These continue to be discussed again at the early childhood collaborative council committee. In addition, will align with strategic plan goals and initiatives that focus on instruction, diversity/equity and social emotional health.

In both pre-K and IDEA, we continue to recruit highly qualified diverse individuals for special education. First that are certified and second to represent our student population for diversity. While this continues to be a challenge for District 300 and the state we do remain committed to this. We have reached out for contract companies to continue to hire and provide support and services for students in hard to fill positions or unfilled positions.

2. Summarize the activities and programs to be funded within the grant application.

   Professional development is based on the needs assessment and the general district plan aligned with the Strategic Plan. The goal of professional development is for staff to be able to continue to grow in the profession to best support students' academic, social, emotional and other needs. While

also making sure our staff is aware of the legal requirements of the IEP and IEP process. This can be done in a variety of methods of professional development, including conferences, training, webinars, speakers, webinars, book studies or online. Professional development focus on curriculum writing and training focus area in math, ELA and Science , Love and Logic materials and conference, CPI for ISBE requirements with restraints certification and materials; in addition covers the need of de-escalation of needs , transition services conferences, compliance training, PLC's, Illinois transition conference, autism conference, IAASE conference, CEC conference, LRP conference, ISHA, ISPA conference, Social thinking training, Zones of regulation training, Autism conference, legal presentations, SRA training, Barton Training, Foundations training, Assistive Technology conference, ITDHH Conference, hearing conference, vision conference, social work conferences, co-teaching training, diversity and equity training, disability awareness/acceptance, medical health training/workshops subs (including benefits) for staff to participate in all activities. Focus will continue to be on supporting students/staff in the areas of academics (math/ELA/science/vocational services) and social emotional supports/mental health impacts; specifically addressing behavior, executive functioning and sensory needs. An increase in the sensory needs has been evident following the pandemic for the continued need for sensory items and sensory rooms for students. In the area of vocational and transition planning to explore opportunities for students as students remain until the end of the school year of the 22nd birthday. Will expand in the support for assistive technology to support students access the curriculum and supports.
As stated, staffing is a challenge for us as well as the state, we will continue to hire highly qualified diverse staff. However, when not able we will use funding to contract individuals to provide services.

3. Describe any changes in the scope or nature of services from the prior fiscal year.
   The changes from this year have not changed significantly. The focus continues to be on improvement of instructional practices to increase students' achievement scores while meeting the needs of the students. Support the social emotional well being of students through emotional regulations and executive functioning. The compliance to have compliant IEP's and meet the ISBE indicator monitoring. One focus this year will

continue to be with CPI- behavior management, restorative practice, trauma informed practices, diversity/ equity, classroom management and trauma informed practices to align with ISBE ruling with isolation and restraints. In addition, with the recent legal changes of having students through the entire year of the 22nd birthday to explore more options and opportunities for students with transition/vocational services and the need for translation of IEP's for families' languages.

4. How are funds being used to support district performance on the State Performance Plan Indicators? Please provide a brief narrative below for each indicator that's applicable.
   The IDEA flow through and the IDEA Pre-K funds are used to support the state performance indicators of academics through the IAR, DLM and SAT in the areas of math, reading and writing with the use of curriculum items. Funds also support the social emotional needs of students through behavior, executive functioning and sensory needs. Funds also align to support special education of special education indicators through transition and vocational planning for indicator 13, overall compliance through professional development for instruction and compliance. In addition to supporting the staffing needs for hard to fill areas; such as but not limited to speech services, psychological services. BCBA and OT/PT. IDEA funds will also be utilized for ESY services, supports and materials. As required, 5% of the grant will be utilized for professional development areas as stated above. CEIS funds will also be utilized for supporting identified strategic goal needs for all students. The proportionate share amount that will be established in the timely and meaningful consultation meeting in May will also be completed.

Youth In Care Stability Plan:

<u>Best Interest Determination Plan</u>

1. Describe the process for determining the best interest of the affected student's placement if the student becomes a Youth in Care or changes residences while they are a Youth in Care. Include the positions of all district personnel and other stakeholders involved.
   The LEA-POC, DCFS case manager, LEA Director of Transportation, the LEA direct contact staff and foster parents (if available) will discuss the specific needs of the student. The student's social emotional history, behavior,

attendance and academic performance will be considered when determining the best interest of the child. The factors to consider when developing the transportation procedures for a student in foster care are as follows:

- Safety
- Duration
- Time of placement change
- Type of transportation available
- Traffic patterns
- Flexibility in School schedule
- Impact of extracurricular activities on transportation options
- Maturity and behavioral capacity

2. Describe any special considerations and legal requirements taken into account for children with disabilities under IDEA and students with disabilities under Section 504.
   Best practice, laws and guidelines under Section 504, IDEA will drive discussion and decisions.
3. Describe any special consideration and legal requirements taken into account for children who are English learners.
   The student's background, including language spoken and understood, will be considered when determining the best plan for students.
4. Describe the dispute resolution process should there be disagreement among education decision makers, and other stakeholders regarding the best interest determination.
   In the case of a dispute, the student will remain in their school of origin without interruption to transportation services while the dispute is being resolved. The LEA/POC and Transportation Director will meet with the DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA/POC will meet with the Superintendent of the Regional Office of Education and the Deputy of Education and Transition Services with DCFS until resolution is reached. If a resolution still has not been made, DCFS will have the final say.

<u>Youth in Care Transportation Plan</u>

1. Describe the process for determining how transportation will be provided to students who qualify, including the position of all individuals involved in the process.

The D300 LEA-POC, the DCFS case manager, school personnel, LEA-Transportation Director, and foster parents (if available) will consult to identify the best interest of the student. Consideration will be given to transportation needs specific to the student, mode of transportation and length of ride.

The following factors will be considered when developing the transportation procedures for a student in foster care:

- Safety
- Duration of the need for services
- The time/length of travel time for the student each day
- Time of placement change
- Type of transportation available (yellow school bus, taxi cab, etc.)
- Traffic patterns
- Flexibility in school schedule
- Impact of extracurricular activities on transportation options.
- Maturity and behavioral capacity of student

2. Describe the dispute resolution process to be utilized if the district/school and DCFS have difficulty coming to agreement on how to provide transportation for a particular student in need. Students will remain in their school of origin with transportation services being provided while the dispute is being resolved. The LEA-POC and Transportation Director will meet with the DCFS case manager to come to an agreeable resolution. Should this not be the outcome, the LEA-POC will meet with Kane County Regional Office of Education Assistant Superintendent and Deputy of Education and Transition Services with DCFS.
3. Describe how the district/school will ensure that all school personnel are aware of the transportation plan process and can initiate the process if they become aware of a student who is eligible for such services.

   The transportation plan will be shared in writing with any and all appropriate staff at the building or administration level. Verbal Communication of the plan will take place at building level meetings. Additionally, the foster care transportation plan will be included in the annual "Youth in Care" training that all registers and administrators participate in . If staff become aware of a student who is eligible, the building principal of the SOO will be immediately notified and the plan will be implemented.

Community Unit School District 300 Monthly
Fixed Asset Disposals
04/01/2025

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
2/28/2025	DMS	iPad	Apple	iPad 6	N/A	T78084	Obsolete	Tech Recycle
2/28/2025	DMS	iPad	Apple	iPad 6	N/A	T78116	Obsolete	Tech Recycle
3/6/2025	DMS	Portable Screen	ASUS	MB165	N6LMTF020537	T67584	Obsolete	Tech Recycle
3/10/2025	DMS	Laptop	Lenovo	L460	PF-0IG7WM	T54112	Obsolete	Tech Recycle
3/17/2025	DMS	Monitor	Dell	1704FPVt	CN0J66427161858OAGTT	T004887	Obsolete	Tech Recycle
3/19/2025	DMS	Portable Hotspot	MiFi	MIFI8800L	649496024116	N/A	Obsolete	Tech Recycle
3/20/2025	JHS	Laptop	Lenovo	ThinkPad L14 Gen 2	PF3W4SCX	T166598	Broken	Tech Recycle
03/04/2025	LPES	UPS	APC	SUA1000RM2U	AS0737131960	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS	APC	SUA1000RM2U	AS0741120200	N/A	Broken	Tech Recycle
03/04/2025	LPES	Server	Dell	EMS01	CZRF6J1	N/A	Broken	Tech Recycle
03/04/2025	LPES	Transformer	TrippLite	AC5961	9750ALCAC596100056	N/A	Broken	Tech Recycle
03/04/2025	LPES	Transformer	TrippLite	AC5961	9750ALCAC596100039	N/A	Broken	Tech Recycle
03/04/2025	LPES	Transformer	TrippLite	AC5933	9816ALCAC593300130	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS	TrippLite	PS5936	9735ALCPS593600103	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS Battery Pack	TrippLite	BP240V10RT3U	9809BY0BP577400201	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS Battery Pack	TrippLite	BP240V10RT3U	9809BY0BP577400062	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS Battery Pack	TrippLite	BP240V10RT3U	9809BY0BP577400072	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS Battery Pack	TrippLite	BP240V10RT3U	9808BY0BP577400032	N/A	Broken	Tech Recycle
03/04/2025	LPES	UPS Battery	TrippLite	RBC94-2U	2829BD0RB584700303	N/A	Broken	Tech Recycle
03/04/2025	LPES	DVD Player	Panasonic	DVD-RV32	VA2FA005477	N/A	Obsolete	Tech Recycle
03/04/2025	LPES	Color TV	Panasonic	CT-13R17B	MH21285481A	N/A	Obsolete	Tech Recycle
03/04/2025	LPES	Broadband Distribution Amplifier	BlonderTongue	5400-55	N/A	N/A	Broken	Tech Recycle
03/04/2025	LPES	Power Supply	BlonderTongue	7722C	N/A	12546	Broken	Tech Recycle
03/04/2025	LPES	Agile Processor	BlonderTongue	AP-60-450A	4233590327027676	N/A	Broken	Tech Recycle
03/04/2025	LPES	Agile Processor	BlonderTongue	AP-60-450A	4233590311023058	N/A	Broken	Tech Recycle
03/04/2025	LPES	Output Combiner	BlonderTongue	OC-12d	N/A	N/A	Broken	Tech Recycle
03/04/2025	LPES	Output Combiner	BlonderTongue	OC-8d	42554904240214762	N/A	Broken	Tech Recycle
03/04/2025	LPES	Sub-Band Duplexer	BlonderTongue	DSV-42	N/A	N/A	Broken	Tech Recycle
03/04/2025	LPES	Audio/Video Demodulator Rack	BlonderTongue	MIDM-750B (12 total)	N/A	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383881	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383604	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383617	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383621	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383606	N/A	Broken	Tech Recycle
03/04/2025	LPES	Remote Control Cable Converter	ITEC	8188	1383882	N/A	Broken	Tech Recycle
03/17/25	MES	Hotspot	T-Mobile	T9 Franklin	N/A	T163757	Broken	Tech Recycle
03/17/25	MES	Hotspot	T-Mobile	T9 Franklin	N/A	T163766	Broken	Tech Recycle
03/17/25	MES	Hotspot	T-Mobile	T9 Franklin	N/A	T163771	Broken	Tech Recycle
03/17/25	MES	Hotspot	T-Mobile	T9 Franklin	N/A	T163754	Broken	Tech Recycle
03/17/25	MES	Hotspot	T-Mobile	T9 Franklin	N/A	T163732	Broken	Tech Recycle
03/17/25	DMS	Hotspot	T-Mobile	T9 Franklin	N/A	T163348	Broken	Tech Recycle

Community Unit School District 300 Monthly
Fixed Asset Disposals
04/01/2025

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
03/17/25	DMS	Hotspot	T-Mobile	T9 Franklin	N/A	T163347	Broken	Tech Recycle
03/17/25	DMS	Hotspot	T-Mobile	T9 Franklin	N/A	T163342	Broken	Tech Recycle
03/17/25	DMS	Hotspot	T-Mobile	T9 Franklin	N/A	T163346	Broken	Tech Recycle
03/17/25	DMS	Hotspot	T-Mobile	T9 Franklin	N/A	T163345	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163752	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163737	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163731	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163775	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163770	Broken	Tech Recycle
03/17/25	LES	Hotspot	T-Mobile	T9 Franklin	N/A	T163722	Broken	Tech Recycle
3/20/25	HMS	Access Point	Cisco	cisco air-ap3802i-b-k9	N/A	N/A	Broken	Tech Recycle
3/24/25	CO	Laptop	Lenovo	Thinkpad L14 Gen 1	N/A	T115331	Broken	Tech Recycle
3/24/25	CO	Dock	Lenovo	Thunderbolt 4	N/A	T116861	Broken	Tech Recycle
3/24/25	CO	Charger	Chicony	A20-065n3A	N/A	T206277	Broken	Tech Recycle
3/24/25	GES	Hotspot	T-Mobile	T9 Franklin	N/A	T163359	Broken	Tech Recycle
3/24/25	GES	Hotspot	T-Mobile	T9 Franklin	N/A	T163361	Broken	Tech Recycle
3/24/25	GES	Hotspot	T-Mobile	T9 Franklin	N/A	T163360	Broken	Tech Recycle
3/24/25	GES	Hotspot	T-Mobile	T9 Franklin	N/A	T163362	Broken	Tech Recycle
3/24/25	GES	Hotspot	T-Mobile	T9 Franklin	N/A	T163365	Broken	Tech Recycle
3/27/25	GVES	Hotspot	T-Mobile	T9 Franklin	N/A	T163364	Broken	Tech Recycle
3/27/25	GVES	Hotspot	T-Mobile	T9 Franklin	N/A	T163356	Broken	Tech Recycle
3/27/25	GVES	Hotspot	T-Mobile	T9 Franklin	N/A	T163355	Broken	Tech Recycle
3/27/25	GVES	Hotspot	T-Mobile	T9 Franklin	N/A	T163354	Broken	Tech Recycle
3/27/25	GVES	Hotspot	T-Mobile	T9 Franklin	N/A	T163358	Broken	Tech Recycle
3/3/2025	DCHS	Laptop	Lenovo	L480	1s20LTS24V00PF1JW8HF	T89598	Broken	Tech Recycle
3/3/2025	DCHS	Laptop	Lenovo	L490	1s20Q6S2NS00PF1TJZHN	T101613	Broken	Tech Recycle
3/7/2025	DCHS	Mobile Hotspot	inseego	MiFi 8800L	990015595032640	T97244	Broken	Tech Recycle
3/25/2025	DCHS	Projector	Epson	PowerLite 84+	MSUF043329L	T0189072	Broken	Tech Recycle
3/25/2025	DCHS	Portable DVD Writer	LG	GP50NB40	711HPSD053662	N/A	Broken	Tech Recycle
3/25/2025	DCHS	Laptop	Lenovo	L490	1s20Q6S2NS00PF1TKQFE	T101648	Broken	Tech Recycle
3/31/2025	DCHS	TV	Panasonic	TC-P50X1	LG93020690	N/A	Broken	Tech Recycle
3/7/2025	MES	2423 weeded library books	various	various	various	various	Obsolete	Recycle
3/10/2025	DCHS	88 weeded library books	various	various	various	various	Obsolete	Recycle
3/17/2025	HES	3216 weeded guided reading books	various	N/A	various	various	Obsolete	Recycle
3/17/2025	LWS	4273 weeded guided reading books	various	N/A	various	various	Obsolete	Recycle
3/18/2025	DCHS	Outside marquee sign	Stewart signs	1630086	28878-36228	N/A	Broken	Tech Recycle
3/19/2025	NES	Karcher Tornado Yellow Scubber	Karcher	Tornado	011651	101082	Broken	Metal Recycle
3/21/2025	WCS	Conn NA French Horn	Conn	Conn NA French Horn	583251	115123	Broken	Metal Recycle
3/27/2025	GES	Student chair	N/A	N/A	N/A	N/A	Broken	Metal Recycle
3/27/2025	GES	Student desk	N/A	N/A	N/A	N/A	Obsolete	Metal Recycle
3/27/2025	ADMIN	MS Surface Tablet	Microsoft	Surface Tablet/Laptop	N/A	N/A	Obsolete	Tech Recycle

Community Unit School District 300 Monthly
Fixed Asset Disposals
04/01/2025

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
3/27/2025	GES	Student Chair	N/A	N/A	N/A	N/A	Broken	Metal Recycle

*Supporting documentation available in the Purchasing Department.

Diane C. White, Director of Purchasing

4/1/2025

Date

Community Unit School District 300

A/P Board Bill Listing for April 22, 2025

Fund		Amount
Educational	$	3,073,615.48
Health Insurance Fund	$	3,582,600.79
Grant Fund	$	1,061,541.25
COVID 19 Fund		
Operations & Maintenance	$	775,481.99
Bond & Interest		
Transportation	$	2,370,333.07
IMRF		
Site & Construction	$	167,167.20
Impact Fees		
Tort Immunity Fund		
Total All Funds	$	11,030,739.78

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

Date: _____

Signed: _____ _____

President Secretary

AP Check Register

AP Run: 20250422 AP — Post Date: 2025-04-22 — AP Run Type: R **COMMUNITY UNIT SCHOOL DIST 300**

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	0232	Wire Transfer	COMCAST	7,500.00
04/22/2025	0233	Wire Transfer	CSG FORTE PAYMENTS INC	13,747.84
04/22/2025	0234	Wire Transfer	FLEETMATICS USA LLC	1,274.46
04/22/2025	5347	Check	1-800MD LLC	476.55
04/22/2025	5348	Check	ABEL PLUS SERVICES INC	2,500.00
04/22/2025	5349	Check	ACS ENTERPRISES	1,927.95
04/22/2025	5350	Check	ADESTA LLC	3,538.44
04/22/2025	5351	Check	ADVENTIST GLENOAKS HOSPITAL	13,913.80
04/22/2025	5352	Check	ADVOCATE SHERMAN HOSPITAL	2,382.00
04/22/2025	5353	Check	AL WARREN OIL COMPANY INC	89,719.40
04/22/2025	5354	Check	ALARM DETECTION SYSTEMS INC	3,520.23
04/22/2025	5355	Check	ALEXANDER LEIGH CTR FOR AUTISM	58,466.88
04/22/2025	5356	Check	ALLENDALE ASSOCIATION	23,010.00
04/22/2025	5357	Check	AMAZON.COM SALES	238.27
04/22/2025	5358	Check	AMELIO, BRIDGET A	103.11
04/22/2025	5359	Check	AMERICAN OUTFITTERS LTD	251.00
04/22/2025	5360	Check	AMERICAN TAXI DISPATCH INC	34,402.00
04/22/2025	5361	Check	AMS STORE AND SHRED LLC	500.00
04/22/2025	5362	Check	AMSTERDAM PRINTING & LITHO	420.95
04/22/2025	5363	Check	ANTIOCH COMMUNITY HIGH SCHOOL	95.00
04/22/2025	5364	Check	APPLE COMPUTER INC	3,240.00
04/22/2025	5365	Check	ASSURED HEALTHCARE STAFFING	1,567.81
04/22/2025	5366	Check	BALCAZAR, KATHY A	119.28
04/22/2025	5367	Check	BARR MECHANICAL SALES INC	131.21
04/22/2025	5368	Check	BATAVIA HIGH SCHOOL	136.00
04/22/2025	5369	Check	BATTERIES PLUS 1028	105.36
04/22/2025	5370	Check	BAYCOM INC	354.29
04/22/2025	5371	Check	BECKERS SCHOOL SUPPLIES	279.89
04/22/2025	5372	Check	BOTTS WELDING & TRUCK SVC INC	27.00
04/22/2025	5373	Check	BREAKOUT EDU	119.00
04/22/2025	5374	Check	BRIDGES FOR LANGUAGE	10,710.60
04/22/2025	5375	Check	BRITO, JAZMIN	42.00
04/22/2025	5376	Check	BSN SPORTS LLC	2,943.90

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5377	Check	BUHROW, MICHELLE U	377.18
04/22/2025	5378	Check	BURKEY, NIKI M	48.00
04/22/2025	5379	Check	CANDOR HEALTH EDUCATION	825.00
04/22/2025	5380	Check	CASSANDRA STRINGS	1,576.53
04/22/2025	5381	Check	CHIAPPETTA, MONIKA	1,980.00
04/22/2025	5382	Check	CHICAGO HEARING SOCIETY	2,026.25
04/22/2025	5383	Check	CHILDHOOD VICTORIES	3,000.00
04/22/2025	5384	Check	CINTAS CORPORATION	16,299.78
04/22/2025	5385	Check	CLARE WOODS ACADEMY	35,849.20
04/22/2025	5386	Check	CLASSROOM CONNECTION DAY SCHOO	13,162.56
04/22/2025	5387	Check	COLUMBARO, CHRISTOPHER A	246.40
04/22/2025	5388	Check	CONSERV FS	758.00
04/22/2025	5389	Check	CORE MECHANICAL INC	4,927.52
04/22/2025	5390	Check	CORWIN PRESS INC A SAGE PUBLIC	86.85
04/22/2025	5391	Check	CROWLEY, SHONDA MARIE	153.37
04/22/2025	5392	Check	CROWN AWARDS	526.55
04/22/2025	5393	Check	DAKTRONICS INC	25,458.00
04/22/2025	5394	Check	DELTA DENTAL PLAN OF ILLINOIS	236,662.86
04/22/2025	5395	Check	DEMCO INC	292.51
04/22/2025	5396	Check	DUNDEE TOWNSHIP ROTARY CLUB	300.00
04/22/2025	5397	Check	DUNDEE-CROWN HIGH SCHOOL	1,975.00
04/22/2025	5398	Check	EAST AURORA HIGH SCHOOL	400.00
04/22/2025	5399	Check	EASTER SEALS METROPOLITAN CHIC	8,795.68
04/22/2025	5400	Check	ELGIN KEY AND LOCK CO	455.00
04/22/2025	5401	Check	ERIK SCHEELE	275.00
04/22/2025	5402	Check	EUROPEAN SPORTS	765.00
04/22/2025	5403	Check	FERGUSON ENTERPRISES INC	6,755.93
04/22/2025	5404	Check	FERGUSON ENTERPRISES LLC	1,139.20
04/22/2025	5405	Check	FLOLO CORPORATION	6,036.35
04/22/2025	5406	Check	FOLLETT CONTENT SOLUTIONS LLC	2,779.26
04/22/2025	5407	Check	FOX TECH CENTER	9,790.65
04/22/2025	5408	Check	FREEMAN, PATRICIA L	50.40
04/22/2025	5409	Check	G AND O THERMAL SUPPLY CO	3,123.87

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5410	Check	GALLAGHER BENEFIT SERVICES	7,500.00
04/22/2025	5411	Check	GENESIS TECHNOLOGIES	427.13
04/22/2025	5412	Check	GENEVA HIGH SCHOOL ATHLETICS	625.00
04/22/2025	5413	Check	GIVING GREETINGS	29.95
04/22/2025	5414	Check	GLENBROOK HIGH SCHOOL DISTRICT	90.00
04/22/2025	5415	Check	GLOBAL INDUSTRIAL EQUIPMENT	2,606.42
04/22/2025	5416	Check	GOOBER PRINTS LLC	3,129.50
04/22/2025	5417	Check	GOODEN, JENNIFER L	100.10
04/22/2025	5418	Check	GORDON FOOD SERVICE INC	1,545.49
04/22/2025	5419	Check	GREAT LAKES SPORTS	103.99
04/22/2025	5420	Check	GROOT INC	19,784.26
04/22/2025	5421	Check	GROSS, RICHARD A	158.76
04/22/2025	5422	Check	GUTIERREZ, INEABELLE	90.02
04/22/2025	5423	Check	HAASE, TONYA M	108.50
04/22/2025	5424	Check	HEGGERTY	288.36
04/22/2025	5425	Check	HOFFMAN ESTATES HIGH SCHOOL	150.00
04/22/2025	5426	Check	HOFFMAN STRINGS LTD	1,400.00
04/22/2025	5427	Check	HOMEPRO VACUUM LLC	1,624.60
04/22/2025	5428	Check	HOPE LEARNING ACADEMY	18,183.04
04/22/2025	5429	Check	HUNTLEY COMM SCHOOL DIST 158	300.00
04/22/2025	5430	Check	HVALLEY TOOLS	564.10
04/22/2025	5431	Check	I LOVE U GUYS FOUNDATION	8,000.00
04/22/2025	5432	Check	IASA	250.00
04/22/2025	5433	Check	ILLINOIS ASCD	299.00
04/22/2025	5434	Check	ILLINOIS PRINCIPALS ASSOCIATIO	6,764.00
04/22/2025	5435	Check	ILLINOIS STATE UNIVERSITY	2,294.00
04/22/2025	5436	Check	IMPERIAL DADE	195.04
04/22/2025	5437	Check	INFINITY TRANSPORTATION MANAGE	3,934.25
04/22/2025	5438	Check	INSECT LORE	140.88
04/22/2025	5439	Check	J AND D ENTERPRISES	495.00
04/22/2025	5440	Check	JOSTENS	3,271.41
04/22/2025	5441	Check	KANE COUNTY REGIONAL OFFICE ED	11,442.80
04/22/2025	5442	Check	KANELAND CUSD 302	250.00

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5443	Check	KINASTHETICS INC	10,076.00
04/22/2025	5444	Check	KIND, EMILY M	25.97
04/22/2025	5445	Check	KOLAKOWSKI, BARBARA MARY	129.50
04/22/2025	5446	Check	KONA ICE OF MCHENRY COUNTY	934.75
04/22/2025	5447	Check	KYLLOE, JUSTINE M	113.40
04/22/2025	5448	Check	LAKES COMMUNITY HIGH SCHOOL	300.00
04/22/2025	5449	Check	LAW OFFICE OF MARK C METZGER	2,843.50
04/22/2025	5450	Check	LAXCOM NEWCO LLC	417.00
04/22/2025	5451	Check	LEARNING A-Z	135.00
04/22/2025	5452	Check	LED RITE LLC	22,851.20
04/22/2025	5453	Check	LERETTE-KAUFFMAN, HEIDI A	165.20
04/22/2025	5454	Check	LINDSEY GERTZ	50.00
04/22/2025	5455	Check	LIPPERER, JESSICA L	116.83
04/22/2025	5456	Check	LOVE YOUR CLASSROOM LLC	916.80
04/22/2025	5457	Check	LUCKY LOCATORS INC	265.00
04/22/2025	5458	Check	LUMEN ACADEMY	24,085.76
04/22/2025	5459	Check	M AND A PRECISION TRUCK REPAIR	45.00
04/22/2025	5460	Check	MARBLESOFT	284.88
04/22/2025	5461	Check	MARKLUND	31,077.00
04/22/2025	5462	Check	MARYVILLE ACADEMY	7,675.84
04/22/2025	5463	Check	MATBOSS LLC	599.00
04/22/2025	5464	Check	MATTER HACKERS INC	1,195.00
04/22/2025	5465	Check	MCCLOYN, DEBRA R	149.80
04/22/2025	5466	Check	MCGRAW-HILL SCHOOL EDUCATION	25,557.58
04/22/2025	5467	Check	MID VALLEY GLASS AND SERVICE	1,003.50
04/22/2025	5468	Check	MIDWEST TECHNOLOGY PRODUCTS	526.92
04/22/2025	5469	Check	MILLER, DANIEL J	50.40
04/22/2025	5470	Check	MITCHELL FURNITURE SYSTEMS INC	335.71
04/22/2025	5471	Check	MOBILE MINI	167.99
04/22/2025	5472	Check	MODULARHOSE.COM	30.01
04/22/2025	5473	Check	MOULTON, ROB F	200.00
04/22/2025	5474	Check	MPS BEDFORD FREEMAN WORTH	1,747.97
04/22/2025	5475	Check	MURNANE PAPER COMPANY	26,182.40

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5476	Check	MURPHY, KELLEY S	199.94
04/22/2025	5477	Check	NAPERVILLE CENTRAL HIGH SCHOOL	20.00
04/22/2025	5478	Check	NATIONAL AUSTISM RESOURCES LLC	35.32
04/22/2025	5479	Check	NATIONAL INST AUTOMOTIVE ED	7,115.00
04/22/2025	5480	Check	NEUCO INC	4,221.05
04/22/2025	5481	Check	NEURORESTORATIVE CHICAGO	22,593.10
04/22/2025	5482	Check	NEW LEADER ACADEMY	12,163.80
04/22/2025	5483	Check	NORTH AMERICAN CORPORATION	18,068.59
04/22/2025	5484	Check	NORTHERN ILLINOIS UNIVERSITY	4,225.00
04/22/2025	5485	Check	NORTHWESTERN ILLINOIS ASSOCIAT	1,329,110.15
04/22/2025	5486	Check	OD SPORTS ACQUISITIONS INC	6,270.00
04/22/2025	5487	Check	OGDEN, KEVIN	425.00
04/22/2025	5488	Check	OLVERA, MANDY M	42.00
04/22/2025	5489	Check	ON TARGET SALES	4,972.00
04/22/2025	5490	Check	OREGON HIGH SCHOOL	45.00
04/22/2025	5491	Check	PACE	640.00
04/22/2025	5492	Check	PADDOCK PUBLICATIONS	158.70
04/22/2025	5493	Check	PARKLAND PREPARATORY ACADEMY SOUTH INC	10,963.20
04/22/2025	5494	Check	PARKVIEW ELEMENTARY SCHOOL	3,850.00
04/22/2025	5495	Check	PARTS TOWN LLC	621.25
04/22/2025	5496	Check	PAULY'S CUSTOM APPAREL COMPANY	685.00
04/22/2025	5497	Check	PAZ, ANDREW	307.79
04/22/2025	5498	Check	PEERLESS ENTERPRISES INC	6,570.00
04/22/2025	5499	Check	PEERLESS NETWORK	730.33
04/22/2025	5500	Check	PETERSEN FUELS INC.	223.47
04/22/2025	5501	Check	PLAYSCRIPTS INC	21.23
04/22/2025	5502	Check	PORTER PIPE AND SUPPLY CO	3,348.22
04/22/2025	5503	Check	POSITIVE PROMOTIONS	815.15
04/22/2025	5504	Check	PRINT LOOP	3,716.25
04/22/2025	5505	Check	PRO-ED	77.00
04/22/2025	5506	Check	PUSHCOIN	4,282.30
04/22/2025	5507	Check	RALPH HELM INC	38.56
04/22/2025	5508	Check	RAPTOR TECHNOLOGIES LLC	185.00

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5509	Check	REALLY GOOD STUFF INC	160.95
04/22/2025	5510	Check	REPROGRAPHICS	236.27
04/22/2025	5511	Check	RICOH USA INC	33,000.00
04/22/2025	5512	Check	RIVERA, LUIS R	67.11
04/22/2025	5513	Check	ROBOTSHOP INC	922.40
04/22/2025	5514	Check	ROCCO Z MUSIC, LLC	1,920.00
04/22/2025	5515	Check	ROCHESTER 100 INC	2,402.50
04/22/2025	5516	Check	RODRIGUEZ CRUZ, VERONICA	56.00
04/22/2025	5517	Check	RODRIGUEZ, BRANDON M	223.09
04/22/2025	5518	Check	SAFETY-KLEEN SYSTEMS INC	580.03
04/22/2025	5519	Check	SANCHEZ, ADRIAN	187.53
04/22/2025	5520	Check	SAVAGE PRO AUDIO INC	3,103.40
04/22/2025	5521	Check	SCHEURICH, MARK J	132.09
04/22/2025	5522	Check	SCHOLASTIC INC	103.13
04/22/2025	5523	Check	SCHOOL HEALTH CORPORATION	9,467.77
04/22/2025	5524	Check	SCHOOL LIFE	124.65
04/22/2025	5525	Check	SCHOOL SPECIALTY, LLC	23,826.09
04/22/2025	5526	Check	SCHOOLBELLS LTD	1,152.00
04/22/2025	5527	Check	SEAL OF ILLINOIS	139,577.61
04/22/2025	5528	Check	SHI INTERNATIONAL CORP	30,619.73
04/22/2025	5529	Check	SIFUENTES, VINCE G, JR	276.92
04/22/2025	5530	Check	SITEONE LANDSCAPE SUPPLY LLC	1,735.64
04/22/2025	5531	Check	SLAVICH, LAURA D	30.10
04/22/2025	5532	Check	SNAP-ON INDUSTRIAL	2,487.63
04/22/2025	5533	Check	SPECIAL EDUCATION SERVICES	94,122.39
04/22/2025	5534	Check	SPECIAL EDUCATION SERVICES	13,611.00
04/22/2025	5535	Check	SPECIAL EDUCATION SYSTEMS	6,880.05
04/22/2025	5536	Check	SPECIAL EDUCATION SYSTEMS	11,412.39
04/22/2025	5537	Check	SPIRO, NICHOLAS M	160.86
04/22/2025	5538	Check	STA-KLEEN INC	70.00
04/22/2025	5539	Check	STAPLES	281.07
04/22/2025	5540	Check	STAR AUTISM HOLDINGS LLC	8,745.00
04/22/2025	5541	Check	STATE INDUSTRIAL PRODUCTS	1,694.47

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5542	Check	STEGGE, KIMBERLY D	55.37
04/22/2025	5543	Check	SUMMIT SCHOOL INC	27,373.40
04/22/2025	5544	Check	SUPERPSYCHED SUPPORT	1,608.38
04/22/2025	5545	Check	SWEETWATER SOUND INC	267.85
04/22/2025	5546	Check	T S LIVINGSTON INC	975.00
04/22/2025	5547	Check	TEAM REIL INC	7,733.00
04/22/2025	5548	Check	THE HORTON GROUP	7,000.00
04/22/2025	5549	Check	THE JUICE PLUS+ COMPANY LLC	95.00
04/22/2025	5550	Check	THE RESPONSIVE MAILROOM INC	52.76
04/22/2025	5551	Check	THE SENSORY PATH INC	4,200.00
04/22/2025	5552	Check	THE STEPPING STONES GROUP	37,674.00
04/22/2025	5553	Check	THERAPRO	20.25
04/22/2025	5554	Check	TOWN AND COUNTRY GARDENS INC	92.98
04/22/2025	5555	Check	TRADUCCIONNOW	284.30
04/22/2025	5556	Check	TRANE COMPANY	66,457.69
04/22/2025	5557	Check	TROPHIES BY GEORGE	134.75
04/22/2025	5558	Check	TROY, JENNIFER E	86.88
04/22/2025	5559	Check	TYSKI, PATRICK N	165.76
04/22/2025	5560	Check	ULINE SHIPPING SUPPLY	4,150.15
04/22/2025	5561	Check	VALDES LLC	4,946.00
04/22/2025	5562	Check	VARSITY SPIRIT FASHIONS	305.20
04/22/2025	5563	Check	VILLAGE OF HAMPSHIRE	117,255.07
04/22/2025	5564	Check	VILLAGE OF LAKE IN THE HILLS	231.00
04/22/2025	5565	Check	VISION SERVICE PLAN	21,521.39
04/22/2025	5566	Check	VISTA HIGHER LEARNING INC	15,724.27
04/22/2025	5567	Check	VISUAL IMAGE PHOTOGRAPHY INC	857.50
04/22/2025	5568	Check	VOYAGER SOPRIS LEARNING	828.00
04/22/2025	5569	Check	VT SERVICES INC	115.00
04/22/2025	5570	Check	WAIST UP IMPRINTED SPORTSWEAR	2,511.27
04/22/2025	5571	Check	WAREHOUSE DIRECT INC	24,560.36
04/22/2025	5572	Check	WAREHOUSE DIRECT INC	550.65
04/22/2025	5573	Check	WASHINGTON, RACQUEL W	504.00
04/22/2025	5574	Check	WEATHERGUARD ROOFING COMPANY	1,950.18

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	5575	Check	WEGER, RICK G	408.60
04/22/2025	5576	Check	WEST A THOMSON REUTERS BUSINES	1,033.85
04/22/2025	5577	Check	WEST SIDE ELECTRIC SUPPLY INC.	1,833.30
04/22/2025	5578	Check	WOOD, KATIE L	67.27
04/22/2025	5579	Check	X-GRAIN SPORTSWEAR	645.00
04/22/2025	5580	Check	ZYER, JILL E	145.81
04/22/2025	9000000540	ACH	ADAPTIVEMALL.COM LLC	342.00
04/22/2025	9000000541	ACH	ALLIED BENEFIT SYSTEMS, LLC	237.20
04/22/2025	9000000542	ACH	AMAZON CAPITAL SERVICES INC	15,305.71
04/22/2025	9000000543	ACH	ANDERSON LOCK COMPANY	4,651.27
04/22/2025	9000000544	ACH	APEX3 SYSTEMS LLC	330.00
04/22/2025	9000000545	ACH	ARBITERSPORTS	30,000.00
04/22/2025	9000000546	ACH	BLICK ART MATERIALS LLC	50.34
04/22/2025	9000000547	ACH	BLUE CROSS	3,323,939.99
04/22/2025	9000000548	ACH	BRODERICK, SANDRA L	124.25
04/22/2025	9000000549	ACH	BRUCKER CO	1,395.00
04/22/2025	9000000550	ACH	CDW-G	153,855.01
04/22/2025	9000000551	ACH	CONSTELLATION NEW ENERGY	91,154.83
04/22/2025	9000000552	ACH	CREATIVE PROMOTIONAL APPAREL	1,926.84
04/22/2025	9000000553	ACH	DURHAM SCHOOL SERVICES	2,213,818.10
04/22/2025	9000000554	ACH	EDUSTAFF LLC	600,566.36
04/22/2025	9000000555	ACH	ENTERPRISE FM TRUST	121,131.24
04/22/2025	9000000556	ACH	EXELON CORPORATION	75,779.42
04/22/2025	9000000557	ACH	FASTSIGNS OF CARPENTERSVILLE	202.56
04/22/2025	9000000558	ACH	FIRST TO THE FINISH INC	409.29
04/22/2025	9000000559	ACH	FRANCZEK PC	270.00
04/22/2025	9000000560	ACH	GECAN, MATTHEW ALEXANDER	107.73
04/22/2025	9000000561	ACH	GRAINGER	19,364.01
04/22/2025	9000000562	ACH	GRANITE TELECOMMUNICATIONS LLC	7,494.27
04/22/2025	9000000563	ACH	JDK SERVICES	45,900.00
04/22/2025	9000000564	ACH	KLEIN THORPE & JENKINS LTD	4,537.50
04/22/2025	9000000565	ACH	KRAUSE, GARY A	22.96
04/22/2025	9000000566	ACH	LAKE COOK DISTRIBUTORS INC	1,536.96

AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
04/22/2025	9000000567	ACH	LAMP INC	163,040.00
04/22/2025	9000000568	ACH	LEGAT ARCHITECTS INC	4,127.20
04/22/2025	9000000569	ACH	LINDE GAS & EQUIPMENT INC	407.72
04/22/2025	9000000570	ACH	MANPOWER	29,275.85
04/22/2025	9000000571	ACH	NASCO	224.32
04/22/2025	9000000572	ACH	ORGANIC LIFE LLC	830,308.16
04/22/2025	9000000573	ACH	PARKLAND PREPARATORY ACADEMY	65,542.05
04/22/2025	9000000574	ACH	PORTER, JENNIFER A	319.20
04/22/2025	9000000575	ACH	ROSALES, RICKY R	160.72
04/22/2025	9000000576	ACH	SHRUB OAK INTERNATIONAL SCHOOL	35,067.50
04/22/2025	9000000577	ACH	SUNRISE SOUTHWEST LLC	1,465.92
04/22/2025	9000000578	ACH	THE WINSTON KNOLLS SCHOOL	33,299.52
04/22/2025	9000000579	ACH	VOYA FINANCIAL	20,672.96
04/22/2025	9000000580	ACH	WEST MUSIC COMPANY	4,210.40
			Total:	**11,014,167.50**

20250422 AP Summary

Type	Count	Amount
Regular Checks:	234	3,089,070.84
ACH Checks:	41	7,902,574.36
Wire Transfers:	3	22,522.30
Epayables:	0	0.00
Total:	**278**	**11,014,167.50**

Fund	Total
10 - EDUCATION FUND	3,068,965.40
11 - HEALTH INSURANCE FUND	3,582,600.79
14 - GRANT FUND	1,060,191.25
20 - OPERATIONS & MAINTENANCE FUND	764,909.79
40 - TRANSPORTATION FUND	2,370,333.07
60 - SITE & CONSTRUCTION FUND	167,167.20
	11,014,167.50

AP Check Register

AP Run: 20250410 OFFCYCLE — Post Date: 2025-04-10 — AP Run Type: R **COMMUNITY UNIT SCHOOL DIST 300**

Check Date	Check Number	Payment Type	Name	Check Amount
04/10/2025	5343	Check	AMAZING PEOPLE INC	3,000.00
04/10/2025	5344	Check	LAKELAND TOURS LLC dba WORLDSTRIDES	1,350.00
			Total:	**4,350.00**

20250410 OFFCYCLE Summary

Type	Count	Amount
Regular Checks:	2	4,350.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**4,350.00**

Fund	Total
10 - EDUCATION FUND	3,000.00
14 - GRANT FUND	1,350.00
	4,350.00

AP Check Register

AP Run: 20250408 OFFCYCLE — Post Date: 2025-04-08 — AP Run Type: R **COMMUNITY UNIT SCHOOL DIST 300**

Check Date	Check Number	Payment Type	Name	Check Amount
04/08/2025	5342	Check	BOWLERO RANDALL RD	1,650.08
			Total:	**1,650.08**

20250408 OFFCYCLE Summary

Type	Count	Amount
Regular Checks:	1	1,650.08
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**1,650.08**

Fund	Total
10 - EDUCATION FUND	1,650.08
	1,650.08

AP Check Register

AP Run: 20250404 OFFCYCLE — Post Date: 2025-04-04 — AP Run Type: R **COMMUNITY UNIT SCHOOL DIST 300**

Check Date	Check Number	Payment Type	Name	Check Amount
04/04/2025	5341	Check	VILLAGE OF ALGONQUIN	10,572.20
			Total:	**10,572.20**

20250404 OFFCYCLE Summary

Type	Count	Amount
Regular Checks:	1	10,572.20
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**10,572.20**

Fund	Total
20 - OPERATIONS & MAINTENANCE FUND	10,572.20
	10,572.20

Your board package includes the February 2025 Unaudited Treasurer and Financial Report. Report highlights are as follows:

Treasurer Report
As of February 28, 2025, the District had $ 172,246,494.10 of cash on hand. The cash balance by fund was:

Operating Fund	$104,998,918.41
Bond & Interest Fund	$ 3,407,757.87
Site & Construction Fund	$ 63,839,817.82
Total	**$ 172,246,494.10**

Financial Report Analysis-All Funds
Expenditures- If the District were to spend their dollars evenly each month, costs through February should be 67% of total spending. Listed below is a summary of cash expenditures as a percentage of total spending by fund.

Fund	% of Budget	Comment
Education	58.33%	This fund is on trend. Teacher and para salaries start in late August, as the previous year's wages were accrued in June 2024.
Operations & Maintenance	60.85%	This fund is on trend. The increase reflects a transfer to the Bond & Interest Fund for operating debt certificates paid in December.
Bond & Interest	91.42%	The bond & interest fund is used to pay our debt payments made in December and June.
Transportation	44.43%	This fund is on trend.
IMRF/Social Security	56.29%	This fund is on trend. Teacher and para salaries start in late August, as the previous year's wages were accrued in June 2024.
Capital Projects	42.66%	This fund is used to pay for our capital projects.
Tort	99.20%	The tort fund is used to pay our insurance premiums. These premiums are paid in July.

Revenues- The district has received 54.85% of its budgeted revenue compared to 56.54% prior YTD.

Financial Reporting Analysis- Operating Funds
Operating Fund Revenue Summary by Source- 55.48% compared to 55.93% prior YTD.
- Local Revenues are on-trend at 51.04%;
- State Revenues are on-trend at 61.92%;
- Federal Revenues are on-trend at 72.86% and are in line with federal grant expenditures.

Operating Fund Expenditure Summary by Object- 57.76% compared to 58.36% prior YTD.
- Salaries are at 58.45%;
- Benefits are at 54.41%;
- Purchase Services are at 61.16%;
- Supplies/Materials are at 65.68%;
- Capital Outlay is at 42.94%;
- Other/Tuition are at 49.79%;
- Non-capitalized equipment is at 46.69%.

Monthly Notes:
- Short-term interest rates have decreased slightly from 4.295% in December to 4.264%. Total interest for the year is $5,865,161.93, or 85.6% of the budget.
- Financials are presented on an unaudited cash basis and do not represent the District's final financial statements.

COMMUNITY UNIT SCHOOL DISTRICT NO 300
UNAUDITED FINANCIAL REPORT NO. 8
February 28, 2025
April 8, 2025

	ED FUND	O&M FUND	B&I FUND	TRANS FUND	IMRF FUND	S&C FUND	WORKING CASH FUND	TORT FUND	TOTAL
CASH BALANCE January 31, 2025	$ 28,869,716	$ 21,210,780	$ 3,405,761	$ 21,269,190	$ 7,442,830	$ 63,623,181	$ 43,419,808	$ 101,683	$ 189,342,949
CASH RECEIPTS	$ 11,923,833	$ 83,760	$ 2,788	$ 127,404	$ 25,343	$ 216,637	$ 147,844	$ 346	$ 12,527,954
CASH DISBURSEMENTS	$ (29,487,607)	$ (11,537)	$ (791)	$ (124,473)	$ -	$ -	$ -	$ -	$ (29,624,408)
CASH BALANCE February 28, 2025	$ 11,305,942	$ 21,283,003	$ 3,407,758	$ 21,272,120	$ 7,468,172	$ 63,839,818	$ 43,567,652	$ 102,029	$ 172,246,494
INTERFUND TRANSFERS/LOANS*									$ -
ENDING CASH BALANCE February 28, 2025	$ 11,305,941.76	$ 21,283,002.86	$ 3,407,757.87	$ 21,272,120.48	$ 7,468,172.13	$ 63,839,817.82	$ 43,567,652.27	$ 102,028.91	$ 172,246,494.10
INVESTMENT INCOME YEAR TO DATE	$ 5,865,162								

TREASURER'S REPORT FOR THE MONTH OF February 2025

INVESTMENTS AT COST:		$ 172,246,494.10
(See attached schedule for investment detail)		
MONTHLY PAYROLL:		
Educational Fund	$ 13,152,438.36	
O&M Fund	$ 725,993.87	
Transportation Fund	$ 165,487.96	$ 14,043,920.19
PAYROLL RELATED EXPENDITURES:		
(Not reflected in A/P Bill Listing)		
Educational and Transportation Funds;		
Teachers, Retirement System	$ 1,220,166.97	
Total Teachers, Retirement System		$ 1,220,166.97
Illinois Municipal Retirement Fund		
IMRF	$ 195,675.92	
FICA	$ 176,124.07	
Medicare	$ 188,510.41	
Total IMRF/FICA/Medicare Fund		$ 560,310.40
Total Payroll and Related Expenditures		$ 15,824,397.56

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2025
By Fund, By Object

All Funds	FY25 Budget	FY25 Actual	% of FY25 Budget
Local	273,356,052	139,921,050	51.19%
State	104,857,430	63,087,167	60.16%
Federal	24,606,150	17,927,017	72.86%
Other Source	-	-	
Total Revenues	402,819,632	220,935,234	54.85%
Salaries	181,062,435	105,834,582	58.45%
Benefits	56,681,513	30,838,276	54.41%
Purchased Services	71,012,828	43,456,744	61.20%
Supplies/Materials	15,744,906	10,341,121	65.68%
Capital Outlay	23,191,373	10,088,940	43.50%
Other	37,988,183	29,862,742	78.61%
Non-Capitalized Equipment	12,660,885	5,910,963	46.69%
Total Expenditures	398,342,123	236,333,368	59.33%
Revenues Over Disbursements	4,477,509	(15,398,134)	
Other Financing Sources/Uses	(14,493,780)	-	
Fund Balance Transfer	14,493,780	-	
Net Change to Fund Balance	4,477,509	(15,398,134)	

Operating Funds	FY25 Budget	FY25 Actual	% of FY25 Budget
Local	243,726,119	124,408,450	51.04%
State	101,405,503	62,787,167	61.92%
Federal	24,606,150	17,927,017	72.86%
Other Sources	-	-	
Total Revenues	369,737,772	205,122,634	55.48%
Salaries	181,062,435	105,834,582	58.45%
Benefits	56,681,513	30,838,276	54.41%
Purchased Services	70,992,828	43,420,865	61.16%
Supplies/Materials	15,744,906	10,341,121	65.68%
Capital Outlay	4,618,502	1,983,098	42.94%
Other/Tuition	11,722,042	5,835,958	49.79%
Non-Capitalized Equipment	12,660,885	5,910,963	46.69%
Total Expenditures	353,483,111	204,164,863	57.76%
Revenues Over Disbursements	16,254,661	957,771	
Other Financing Sources/Uses	(14,493,780)	(2,079,390)	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	1,760,881	(1,121,619)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2025
By Fund, By Object

	FY25	FY25	% of FY25
Fund 1-Educational	Budget	Actual	Budget
Local	179,305,608	92,715,704	51.71%
State	89,687,970	57,694,490	64.33%
Federal	24,606,150	17,927,017	72.86%
Other Sources	-	-	
Total Revenues	293,599,728	168,337,211	57.34%
Salaries	171,480,736	99,320,166	57.92%
Benefits	47,565,000	25,562,445	53.74%
Purchased Services	42,582,407	27,231,063	63.95%
Supplies/Materials	8,344,180	6,347,004	76.07%
Capital Outlay	168,444	1,247,560	740.64%
Other/Tuition	11,713,042	5,835,958	49.82%
Non-Capitalized Equipment	11,697,361	5,687,391	48.62%
Total Expenditures	293,551,170	171,231,588	58.33%
Revenues Over Disbursements	48,558	(2,894,376)	
Other Financing Sources/Uses	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	48,558	(2,894,376)	
Fund 2-Operations & Maintenance			
Local	39,483,741	19,178,117	48.57%
State	-	-	
Other Sources	-	-	
Total Revenues	39,483,741	19,178,117	48.57%
Salaries	8,933,120	6,116,159	68.47%
Benefits	1,668,996	1,085,078	65.01%
Purchased Services	5,976,875	3,702,514	61.95%
Supplies/Materials	5,991,558	3,354,368	55.98%
Capital Outlay	1,467,850	735,538	50.11%
Other	9,000	-	0.00%
Non-Capitalized Equipment	959,813	222,112	23.14%
Total Expenditures	25,007,212	15,215,768	60.85%
Revenues Over Disbursements	14,476,529	3,962,349	
Other Financing Sources/Uses	(14,493,780)	(2,079,390)	
Net Change to Fund Balance	(17,251)	1,882,959	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2025
By Fund, By Object

	FY25	FY25	% of FY25
Fund 3-Bond & Interest	Budget	Actual	Budget
Local	25,983,345	12,592,925	48.47%
Other Sources	-	-	0.00%
Total Revenues	25,983,345	12,592,925	48.47%
Purchased Services	20,000	4,627	23.13%
Other	26,266,141	24,026,784	91.47%
Total Expenditures	26,286,141	24,031,411	91.42%
Revenues Over Disbursements	(302,796)	(11,438,486)	
Other Financing Sources/Uses	2,493,780	2,079,390	
Net Change to Fund Balance	2,190,984	(9,359,096)	
Fund 4-Transportation			
Local	13,944,943	6,727,791	48.25%
State	11,717,533	5,092,677	43.46%
Other Sources	-	-	
Total Revenues	25,662,476	11,820,468	46.06%
Salaries	648,579	398,257	61.40%
Benefits	48,517	26,098	53.79%
Purchased Services	20,019,546	10,092,670	50.41%
Supplies/Materials	1,409,168	639,750	45.40%
Capital Outlay	2,982,208	-	0.00%
Other	-	-	0.00%
Non-Capitalized Equipment	3,711	1,460	39.34%
Total Expenditures	25,111,729	11,158,235	44.43%
Revenues Over Disbursements	550,747	662,233	
Other Financing Sources/Uses	-	-	
Net Change to Fund Balance	550,747	662,233	
Fund 5-IMRF/Social Security			
Local	5,982,134	3,138,481	52.46%
Total Revenues	5,982,134	3,138,481	52.46%
Benefits	7,399,000	4,164,655	56.29%
Total Expenditures	7,399,000	4,164,655	56.29%
Revenues Over Disbursements	(1,416,866)	(1,026,174)	
Other Financing Sources/Uses	-	-	
Net Change to Fund Balance	(1,416,866)	(1,026,174)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2025
By Fund, By Object

	FY25	FY25	% of FY25
Fund 6-Capital Projects	Budget	Actual	Budget
Local	3,646,588	2,919,675	80.07%
State	3,451,927	300,000	8.69%
Federal	-	-	0.00%
Total Revenues	7,098,515	3,219,675	45.36%
Salaries	-	-	
Benefits	-	-	
Purchased Services	500,000	31,253	6.25%
Supplies/Materials	-	-	
Capital Outlay	18,572,871	8,105,842	43.64%
Other	-	-	
Total Expenditures	19,072,871	8,137,094	42.66%
Revenues Over Disbursements	(11,974,356)	(4,917,419)	
Other Financing Sources/Uses	-	-	
Fund Balance Transfer	12,000,000	-	
Net Change to Fund Balance	25,644	(4,917,419)	
Fund 7-Working Cash			
Local	2,231,669	1,358,591	60.88%
Total Revenues	2,231,669	1,358,591	60.88%
Total Expenditures	-	-	0.00%
Revenues Over Disbursements	2,231,669	1,358,591	
Other Financing Sources/Uses	-	-	
Net Change to Fund Balance	2,231,669	1,358,591	
Fund 8-Tort			
Local	2,778,024	1,289,766	46.43%
Total Revenues	2,778,024	1,289,766	46.43%
Purchase Services	2,414,000	2,394,618	99.20%
Total Expenditures	2,414,000	2,394,618	99.20%
Revenues Over Disbursements	364,024	(1,104,852)	
Other Financing Sources/Uses	-	-	
Net Change to Fund Balance	364,024	(1,104,852)	

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 @ 02/28/25
OPERTATING FUND INVESTMENTS											
PONCE BANK	SDA				2/28/2025		4.350%	436	436	-	436
NEXBANK, SSB-ICS	SDA				2/28/2025		4.350%	669,834	669,834	-	669,834
Bank of China 1285997-1	SDA				2/28/2025		4.450%	14,882,903	14,882,903	-	14,882,903
Bank of China 1285906-1	SDA				2/28/2025		4.450%	40,058	40,058	-	40,058
Congressional Bank	SDA				2/28/2025		4.350%	736,304	736,304	-	736,304
US TREASURY N/B, 912797LK1	SEC		365	7/16/2024	10/1/2024	77	5.180%	5,053,000	4,999,076	-	0.00
ISDLAF+ Term Series, IL	TS		365	2/2/2024	8/2/2024	182	5.100%	3,086,545	3,010,000	-	0.00
ISDLAF+ Term Series, IL	TS		365	4/8/2024	8/7/2024	121	5.320%	5,596,999	5,500,000	-	0.00
ISDLAF+ Term Series, IL	TS		365	3/21/2024	11/14/2024	238	5.150%	5,167,904	5,000,000	-	0.00
First Internet Bank of Indiana, IN	CD		365	5/17/2023	11/7/2024	540	4.509%	247,652	232,100	-	0.00
Bank Hapoalim B.M., NY	CD		365	5/17/2023	11/7/2024	540	4.643%	249,859	233,800	-	0.00
ServisFirst Bank, FL	CD		365	5/17/2023	11/7/2024	540	5.302%	249,879	231,750	-	0.00
Schertz Bank & Trust, TX	CD		365	5/17/2023	11/7/2024	540	4.643%	249,859	233,800	-	0.00
The First National Bank of McGregor, TX	CD		365	5/17/2023	11/7/2024	540	4.700%	249,683	233,450	-	0.00
TREASURY BILL, 912797LC9	SEC		365	6/21/2024	11/7/2024	139	5.192%	12,237,000	11,999,766	-	0.00
First Western Bank & Tru, 33749VBQ0	DTC		365	5/23/2023	11/22/2024	549	4.762%	248,000	248,316		0.00
Morgan Stanley PVT Bank, 61768ETZ6	DTC		365	5/24/2023	11/25/2024	551	5.005%	243,000	243,157		0.00
TREASURY BILL, 912797LF2	SEC		365	9/12/2024	12/5/2024	84	4.840%	23,556,000	23,299,550	-	0.00
TREASURY BILL, 912797MW4	SEC		365	9/12/2024	1/7/2025	117	4.750%	9,135,000	8,999,157	-	0.00
TREASURY BILL, 912797LY1	SEC		365	9/12/2024	1/16/2025	126	4.705%	9,043,000	8,899,599	-	0.00
Alliance Bank, MO	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
American Bank and Trust Co., OK	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
First Bank of the Lake, MO	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
First Fed Community Bk of Bucyrus, OH	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
First Northern Bank of Dixon, CA	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
The First National Bank of Bellville, TX	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
West Plains Bank and Trust Company, MO	CDR		365	10/17/2024	1/16/2025	91	4.448%	249,066	246,334	-	0.00
Louisiana National Bank, LA	CDR		365	10/17/2024	1/16/2025	91	4.448%	153,851	152,164	-	0.00
BankVista, MN	CDR		365	10/17/2024	1/16/2025	91	4.448%	122,334	120,992	-	0.00
Farmers and Merchants Union Bank, WI	CDR		365	10/17/2024	1/16/2025	91	4.448%	2,531	2,503	-	0.00
Western Alliance Bank, CA	CD		365	1/26/2024	1/24/2025	364	5.108%	4,203,760	4,000,000	-	0.00
Bank of Camilla, GA	CDR		365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
CS Bank, AR	CDR		365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Commercial Capital Bank, LA	CDR		365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00

Exchange Band and Trust Company, OK	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
First National Bank, TX	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
First Secuirty Band & Trust Company, OK	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
First State Bank, TX	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Fortress Bank, IL	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Frontier Bank, NE	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Great Plains National Bank, OK	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Great Plains State Bank, NE	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Habib American Bank, NY	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Keystone Bank, National Association, TX	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Morgantown Bank & Trust Co, Inc., KY	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Security Bank, OK	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Stearns Bank N.A., MN	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
The Tri-County Bank, NE	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
United Fidelity Bank, fsb, IN	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
Waterford Bank, N.A., OH	CDR	365	8/1/2024	1/30/2025	182	5.264%	248,865	242,500	-	0.00
OMB Bank, MO	CDR	365	8/1/2024	1/30/2025	182	5.264%	150,937	147,076	-	0.00
BankVista, MN	CDR	365	8/1/2024	1/30/2025	182	5.264%	124,866	121,672	-	0.00
Farmers & Merchants Bank of Colby, KS	CDR	365	8/1/2024	1/30/2025	182	5.264%	61,575	60,000	-	0.00
Sterling Bank, MO	CDR	365	8/1/2024	1/30/2025	182	5.264%	54,050	52,667	-	0.00
TREASURY BILL, 912797LZ8	SEC	365	9/13/2024	1/30/2025	139	4.698%	8,855,000	8,699,366	-	0.00
TREASURY BILL, 912797LZ8	SEC	365	9/16/2024	1/30/2025	136	4.600%	2,034,000	1,999,722	-	0.00
ISDLAF+ Term Series, IL	TS	365	9/16/2024	2/11/2025	148	4.720%	12,229,664	12,000,000	-	0.00
West Gate Bank, NE	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Bank of Central Florida, FL	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Community Bank of Santa Maria, CA	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Decatur County Bank, TN	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
First Texas National Bank	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Nebraska Bank of Commerce, NE	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Oakstar Bank, MO	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
River City Bank, CA	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
RiverBank, WA	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Royal Business Bnak, CA	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Today's Bank, AR	CDR	365	8/22/2024	2/20/2025	182	5.251%	249,539	243,172	-	0.00
Blue Sky Bank, OK	CDR	365	8/22/2024	2/20/2025	182	5.251%	181,401	176,772	-	0.00
The Bank of Herrin, IL	CDR	365	8/22/2024	2/20/2025	182	5.251%	152,222	148,338	-	0.00
Western Alliance Bank, CA	CD	365	5/22/2024	3/4/2025	286	5.161%	7,491,165	7,200,000	291,165.24	7,200,000.00
Alva State Bank & Trust Company, OK	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Cattlemens Bank, OK	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Ciera Bank, TX	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Northern Bank & Trust Company, MA	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Panhandle First Bank, OK	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27

Payne County Bank, OK	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Summit State Bank, CA	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Texas Bank and Trust Company, TX	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
Unico Bank, MO	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.76	243,172.27
United Bank, VA	CDR	365	9/12/2024	3/13/2025	182	5.252%	249,541	243,172	6,368.79	243,172.23
Farmers and Merchants Union Bank, WI	CDR	365	9/12/2024	3/13/2025	182	5.252%	246,968	240,665	6,303.10	240,665.34
Meridian Bank, PA	CDR	365	9/12/2024	3/13/2025	182	5.252%	156,599	152,602	3,996.70	152,602.13
Bank of Belleville, IL	CDR	365	9/12/2024	3/13/2025	182	5.252%	111,455	108,610	2,844.54	108,610.44
Blue Sky Bank, OK	CDR	365	9/12/2024	3/13/2025	182	5.252%	68,138	66,399	1,739.02	66,399.43
American Plus Bank, N.A., CA	CD	365	6/20/2024	3/18/2025	271	5.090%	249,848	240,750	9,098.35	240,750.00
Customers Bank, NY	CD	365	6/20/2024	3/18/2025	271	5.071%	17,640,060	17,000,000	640,060.42	17,000,000.00
NBT Bank, 628779HG8	DTC	365	6/27/2024	3/27/2025	273	5.170%	239,000	239,310		239,309.79
MOUNTAINONE BANK, 62452AFW5	DTC	365	6/27/2024	3/27/2025	273	5.170%	239,000	239,310		239,309.79
ALLY BANK, 02007G2M4	DTC	365	6/27/2024	3/27/2025	273	5.170%	239,000	239,310		239,309.79
Bank of America NA, 06051XEY4	DTC	365	6/27/2024	3/27/2025	273	5.120%	239,000	239,310		239,309.90
COGENT BANK, 19240XAU1	DTC	365	6/28/2024	3/28/2025	273	5.220%	239,000	239,310		239,309.68
PRIMARY BANK, 74166JAL7	DTC	365	6/28/2024	3/28/2025	273	5.068%	248,000	248,330		248,329.98
US TREASURY N/B, 91282CGU9	SEC	365	10/17/2024	3/31/2025	165	4.289%	1,300,000	1,297,563		1,297,562.50
Farmers Bank & Trust, KS	CD	365	10/2/2024	4/1/2025	181	4.180%	249,874	244,800	5,074.27	244,800.00
First Federal Bank & Trust, WY	CD	365	10/2/2024	4/1/2025	181	4.203%	249,902	244,800	5,101.58	244,800.00
The Western State Bank, KS	CD	365	10/2/2024	4/1/2025	181	4.168%	249,860	244,800	5,059.70	244,800.00
Merrick Bank, UT	CD	365	10/2/2024	4/1/2025	181	4.164%	249,854	244,800	5,054.24	244,800.00
First State Bank and Trust Company, Inc., MO	CD	365	10/2/2024	4/1/2025	181	4.293%	249,909	244,700	5,208.71	244,700.00
Gbank, NV	CD	365	10/2/2024	4/1/2025	181	4.193%	249,889	244,800	5,089.44	244,800.00
Centier Bank, IN	CD	365	10/2/2024	4/1/2025	181	4.180%	249,874	244,800	5,074.27	244,800.00
ISDLAF+ TERM SERIES, IL	TS	365	9/18/2024	4/3/2025	197	4.350%	511,739	500,000	11,739.04	500,000.00
Wintrust Bank, National Association, IL	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Old Plank Trail Community Bank, National Assoc	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Schaumburg Bank & Trust Company	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
CrossFirst Bank, KS	CD	365	6/10/2024	4/15/2025	309	5.091%	249,874	239,550	10,324.00	239,550.00
Beverly Bank & Trust Company, National Associa	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Hinsdale Bank & Trust Company, National Assoc	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Financial Federal Bank, TN	CD	365	6/10/2024	4/15/2025	309	5.100%	249,893	239,550	10,342.65	239,550.00
Lake Forest Bank & Trust Company, National Ass	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Crystal Lake Bank and Trust Company, National A	CD	365	6/10/2024	4/15/2025	309	5.080%	208,810	200,200	8,609.84	200,200.00
Town Bank, National Association, IL	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Northbrook Bank and Trust Company, National A	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Wheaton Bank & Trust, National Association, IL	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Village Bank and Trust, National Association, IL	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
St. Charles Bank & Trust Company, National Ass	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Libertyville Bank & Trust Company, National Assc	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00
Barrington Bank & Trust Company, National Assc	CD	365	6/10/2024	4/15/2025	309	5.080%	249,852	239,550	10,302.14	239,550.00

State Bank of the Lakes, National Association, IL	CD	365	6/10/2024	4/15/2025	309	5.080%	215,433	206,550	8,882.93	206,550.00
Customers Bank, NY	CD	365	6/20/2024	4/15/2025	299	5.011%	10,254,311	9,850,000	404,311.14	9,850,000.00
American Bank and Trust Co., OK	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Caldwell Bank & Trust Company, LA	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Chemung Canal Trust Company, NY	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Dream First Bank, N.A., KS	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
First Bank of the Lake, MO	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
First Fed Community Bk of Bucyrus, OH	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
First Merchants Bank, IN	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
First National Bank of Omaha, NE	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Flagstar Bank, N.A., NY	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Grand Savings Bank, OK	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Investors Community Bank, MO	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Kanza Bank, KS	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Louisiana National Bank, LA	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Mabrey Bank, OK	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Passumpsic Savings Bank, VT	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Penn Communuity Bank, PA	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Peoples Bank, OH	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Signature Bank of Arkanas, AR	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
Southwest Heritage Bank, AZ	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
SpiritBank, OK	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
St. Louis Bank, MO	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
The Fahey Banking Company, OH	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
The First Bank and Trust Company, VA	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
United Roosevelt Savings Bank, NJ	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
West Alabama Bank & Trust, AL	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.45	246,340.69
West Bank, IA	CD	365	1/16/2025	4/17/2025	91	4.449%	249,073	246,341	2,732.46	246,340.59
D. L. Evans Bank, ID	CD	365	1/16/2025	4/17/2025	91	4.449%	234,898	232,321	2,576.95	232,321.30
High Plains Bank, CO	CD	365	1/16/2025	4/17/2025	91	4.449%	219,522	217,114	2,408.26	217,113.80
Merchants and Farmers Bank, AR	CD	365	1/16/2025	4/17/2025	91	4.449%	159,974	158,219	1,754.99	158,218.82
BankVista, MN	CD	365	1/16/2025	4/17/2025	91	4.449%	122,337	120,995	1,342.10	120,994.96
Commercial State Bank, NE	CD	365	1/16/2025	4/17/2025	91	4.449%	55,332	54,725	607.02	54,725.04
The First National Bank of Granbury, TX	CD	365	1/16/2025	4/17/2025	91	4.449%	55,181	54,576	605.36	54,575.56
Security State Bank, KS	CD	365	1/16/2025	4/17/2025	91	4.449%	44,988	44,495	493.54	44,494.81
Katahdin Trust Company, ME	CD	365	1/16/2025	4/17/2025	91	4.449%	35,250	34,864	386.71	34,863.74
Northwest Bank, ID	CD	365	1/16/2025	4/17/2025	91	4.449%	32,956	32,594	361.54	32,594.15
Peoples National Bank N.A., IL	CD	365	1/16/2025	4/17/2025	91	4.449%	29,660	29,334	325.38	29,334.15
First National Bank of Oklahoma, OK	CD	365	1/16/2025	4/17/2025	91	4.449%	13,551	13,402	148.66	13,402.37
Farmers and Merchants Union Bank, WI	CD	365	1/16/2025	4/17/2025	91	4.449%	2,531	2,503	27.77	2,503.46
ISDLAF TERM SERIES	TS	365	2/7/2025	5/8/2025	90	4.170%	3,384,447	3,350,000	34,446.66	3,350,000.00
BOM Bank, LA	CD	365	8/19/2024	5/13/2025	267	4.821%	249,913	241,400	8,512.79	241,400.00

Third Coast Bank, TX	CD	365	8/19/2024	5/13/2025	267	4.832%	249,933	241,400	8,532.62	241,400.00
ISDLAF+ TERM SERIES, IL	TS	365	9/18/2024	5/16/2025	240	4.250%	12,331,151	12,000,000	331,150.69	12,000,000.00
Cornerstone Bank, NE	CD	365	5/17/2023	5/16/2025	730	5.060%	249,883	226,500	23,383.07	226,500.00
Baxter Credit Union, IL	CD	365	5/17/2023	5/16/2025	730	4.718%	249,888	228,000	21,887.54	228,000.00
BAC Community Bank, CA	CD	365	5/22/2024	5/22/2025	365	5.058%	249,881	237,850	12,031.38	237,850.00
T Bank, National Association, TX	CD	365	5/22/2024	5/22/2025	365	5.108%	249,893	237,750	12,143.38	237,750.00
Western Alliance Bank, CA	CD	365	5/22/2024	5/22/2025	365	5.212%	249,879	237,500	12,378.50	237,500.00
Wells Fargo Bank NA, 949764CT9	DTC	365	5/23/2023	5/23/2025	731	4.855%	248,000	248,213		248,212.57
Customers Bank, NY	CD	364	6/20/2024	5/27/2025	341	5.001%	13,083,993	12,500,000		12,500,000.00
Customers Bank, NY	CD	365	2/5/2025	6/24/2025	139	4.150%	5,079,021	5,000,000	79,020.97	5,000,000.00
US TREASURY N/B, 912828ZT0	SEC	365	10/17/2024	5/31/2025	226	4.250%	2,047,000	1,997,424		1,997,424.22
WI TREASURY SEC., 912797NP8	SEC	365	12/9/2024	6/5/2025	178	4.210%	4,592,000	4,499,614		4,499,613.81
Cendera Bank, National Association, TX	CD	365	1/9/2025	6/10/2025	152	4.092%	249,887	245,700		245,700.00
First Bank of Ohio, OH	CD	365	1/9/2025	6/10/2025	152	4.092%	249,887	245,700		245,700.00
US TREASURY N/B, 91282CAB7	SEC	365	7/15/2021	7/31/2025	1477	0.530%	2,020,000	1,997,433		1,997,432.81
First National Bank, ME	CD	365	8/19/2024	8/19/2025	365	4.544%	249,859	239,000	10,859.30	239,000.00
Preferred Bank, NY	CD	365	8/19/2024	8/19/2025	365	4.636%	249,871	238,800	11,071.44	238,800.00
Western Alliance Bank, CA	CD	365	12/6/2024	12/5/2025	364	4.282%	1,064,912	1,021,300	43,612.25	1,021,300.00
ServisFirst Bank, FL	CD	365	12/6/2024	12/8/2025	367	4.393%	249,870	239,300	10,570.05	239,300.00
First State Bank of DeQueen, AR	CD	365	12/6/2024	12/8/2025	367	4.345%	249,840	239,400	10,440.14	239,400.00
Bank Haploaim B.M., NY	CD	365	12/6/2024	5/29/2026	539	4.160%	249,861	235,400	14,460.91	235,400.00
PCSB Bank, 69324MBG9	DTC	365	12/11/2024	6/11/2026	547	4.154%	249,000	249,166		249,166.14
OPTUM BANK INC, 68405VCT4	DTC	365	12/11/2024	6/11/2026	547	4.120%	244,000	244,281		244,280.89
UNITED REPUBLIC BK OMAHA, 909242BX6	DTC	365	12/13/2024	6/15/2026	549	4.111%	249,000	249,323		249,322.70
First Pryority Bank, OK	CD	365	1/9/2025	7/1/2025	173	4.248%	249,901	235,100		235,100.00
First Internet Bank of Indiana, IN	CD	365	1/9/2025	7/1/2025	173	4.003%	249,907	235,900		235,900.00
First Capital Bank, SC	CD	365	1/9/2025	7/1/2025	173	4.143%	249,879	235,500		235,500.00
US TREASURY N/B, 912828Y95	SEC	365	7/15/2021	7/31/2026	1842	0.700%	1,874,000	1,982,926	-	1,982,926.25
US TREASURY N/B, 91282CCP4	SEC	365	2/5/2025	7/31/2025	176	4.070%	2,103,000	1,999,739		1,999,739.41
US TREASURY N/B, 91282CDG3	SEC	365	2/5/2025	10/31/2025	268	4.070%	2,095,000	1,992,951		1,992,950.59
PMA/ISDLAF Liquid #10254-101	Short term trust deposit	365		as needed	n/a	4.264%		2,902	-	2,901.58
PMA/ISDLAF Max #10254-101	Short term trust deposit	365		as needed	n/a	4.293%		20,436,721	-	20,436,721.15
PMA/ISDLAF LTD #10254-101	LTD Account	365	1/19/2021	2/28/2025				27,607,500	-	27,607,500.00
PMA/ISDLAF Liquid #10254-104	Short term trust deposit	365		as needed	n/a	4.264%		8,100,385	-	8,100,384.73
PMA/ISDLAF Max #10254-104	Short term trust deposit	365		as needed	n/a	4.293%		9,903		9,902.67
Total Operating Investments with PMA										179,506,207
									Outstanding Items	(8,108,324)
									Bond & Interest Fund Transfers	(2,559,146)
									Capital Fund Cash Balance	-
TOTAL OPERATING FUNDS AS OF				28-Feb-25						168,838,736
TOTAL BOND AND INTEREST FUND INVESTMENTS AS OF (see page 5 for details):				28-Feb-25						3,407,758
TOTAL CAPITAL FUND INVESTMENTS AS OF				28-Feb-25						

TOTAL FUNDS INVESTED (Including Bond & Interest Fund)	28-Feb-25	**$**	**172,246,494**

February 28, 2025

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 @ 02/28/25
BOND AND INTEREST FUND INVESTMENTS											
NEXBANK, SSB-ICS, TX	SDA		365	2/28/2025			4.300%	134,777	134,777	-	134,777
PMA 1994 Escrow Fund; #10254-103-Liquid	Short term trust deposit		365		as needed	n/a	4.264%		0	-	0
PMA 1994 Escrow Fund; #10254-103-Max	Short term trust deposit		365		as needed	n/a	4.293%		713,834	-	713,834
Total B&I Investments with PMA									848,612		848,612
TOTAL BOND AND INTEREST FUNDS INVESTMENTS AS OF:					28-Feb-25				848,612		848,612

Outstanding Items	
Operating Fund Transfers	2,559,146
Cash Balance Per General Ledger	3,407,758

BMO, Statement Period 02/06/2025 to 03/05/2025

Posting Date	Supplier	Amount USD	Purpose
2/7/2025	2pitney Bowes Inc.	115.5	Staff
3/3/2025	72503 - Ohare Main Lot	219.12	Staff
2/6/2025	A-1 Airport Limousine	228.08	Staff
3/5/2025	Adobe Adobe	10.61	Staff
2/11/2025	Adobe Inc.	29.99	Staff
3/3/2025	Amazon Mark 4k0oq7o73	69.99	Staff
2/7/2025	Amazon Mktplace Pmts	-88.41	Student
2/19/2025	American 0012215791020	670.97	Staff
3/3/2025	American 0012218589799	43.69	Staff
2/21/2025	Amuzgo Mexican Cuisine	440	Staff
2/7/2025	Anderson Lock Co	163.24	B&G
2/17/2025	Anderson Lock Co	703.06	B&G
2/28/2025	Anderson Lock Co	1,487.18	B&G
3/3/2025	Asbo	1,190.00	Staff
2/24/2025	Ath 6001	145.93	Student
2/24/2025	Ath 6001	127.89	Student
2/26/2025	Athletic.Net	255	Student
2/27/2025	Atsco	128.48	B&G
2/24/2025	Austin Airport-F&b	15.81	Staff
2/12/2025	Autozone #4431	12.99	Student
2/26/2025	Base Solutions-Elgin	1,556.50	B&G
2/19/2025	Best Buy 00003152	709.97	Staff
3/4/2025	Best Buy 00003152	112.97	Staff
2/28/2025	Bestbuycom807036358917	399.98	Staff
2/7/2025	Biaggis Bloomington	475.94	Student
2/10/2025	Bloomington Arena	500	Student
3/3/2025	Bloomington Arena	10	Student
3/3/2025	Bloomington Arena	10	Student
3/3/2025	Bloomington Arena	40	Student
2/10/2025	Bowlero Randall Road	331.86	Student
2/6/2025	Broadway Licensing	1,006.00	Student
2/6/2025	Brunchcafehuntley	460	Staff
2/10/2025	Buffalo Wild Wngs 3752	386.89	Student
2/21/2025	Buona Algonquin #20	88.53	Staff
2/24/2025	Buona Algonquin #20	65.95	Staff
2/12/2025	Buona Algonquin #20 M	283.93	Staff
3/3/2025	Caseys #2485	67.27	Student
3/3/2025	Chick-Fil-A #04756	120	Student
3/5/2025	Chick-Fil-A #04756	91.12	Staff
2/19/2025	Chilis Algonquin #1797	436.13	Staff
2/10/2025	China Wok	74.4	Staff
2/10/2025	China Wok	87.5	Staff

2/17/2025	Chipotle 0999	83.65	Student
2/26/2025	Chipotle 0999	642	Staff
2/28/2025	Chipotle 0999	108.7	Staff
2/21/2025	Chubby S Gyros	108.6	Staff
3/3/2025	City Of Bloomington, I	24	Student
3/3/2025	City Of Bloomington, I	26	Student
2/10/2025	Cke The Texan Bbq Algo	194.22	Staff
2/20/2025	Comcast Business	7,500.00	Board Approved
2/25/2025	Cossba Eve Regcs5ugvj	220	Staff
2/13/2025	Countrydonuts	58.9	Staff
2/19/2025	Countrydonuts	140	Staff
2/24/2025	Countrydonuts	28	Staff
3/3/2025	Cracker Barrel #244 Ro	18.39	Staff
2/14/2025	Cricut	95.88	Staff
2/14/2025	Crumbl Hoffman Estates	49.97	Staff
2/10/2025	Curb Chi Taxi	75.62	Staff
2/10/2025	Dollar Tree	7.5	Student
2/19/2025	Dollar Tree	48.75	Student
2/19/2025	Dollar Tree	17.5	Student
2/24/2025	Dollar Tree	5	Student
2/27/2025	Dollar Tree	28.5	Student
2/28/2025	Dollar Tree	21.25	Student
2/28/2025	Dollar Tree	35	Student
3/3/2025	Dollar Tree	83.75	Student
2/7/2025	Dominos 2962	467.58	Student
2/24/2025	Doner Kebab Express	30.32	Staff
2/7/2025	Doubletree By Hilton B	3,825.92	Student
2/14/2025	Doubletree By Hilton B	3,689.28	Student
2/17/2025	Doubletree By Hilton B	288.96	Staff
2/17/2025	Doubletree By Hilton B	414.88	Staff
2/17/2025	Doubletree By Hilton B	144.48	Staff
2/17/2025	Doubletree By Hilton B	144.48	Staff
3/3/2025	Doubletree By Hilton B	3,962.56	Student
3/5/2025	Doubletree By Hilton B	1,344.00	Student
3/5/2025	Doubletree By Hilton B	1,344.00	Student
2/13/2025	Doubletree The Globe T	51.71	Staff
2/6/2025	Dunkin #345659 Q35	120.91	Staff
2/7/2025	Dunkin #353718 Q35	53.69	Staff
2/10/2025	Dunkin #353718 Q35	14.59	Staff
2/10/2025	Dunkin #353718 Q35	14.59	Staff
2/10/2025	Dunkin #353718 Q35	127.33	Staff
2/24/2025	Dunkin #353718 Q35	29.18	Staff
2/28/2025	Dunkin #353718 Q35	53.69	Staff
2/10/2025	Dunkin #353988 Q35	29.98	Staff

2/24/2025	Dunkin #353988 Q35	29.98	Staff
2/6/2025	Dunkin #356714 Q35	69.96	Staff
2/10/2025	Easykeys.Com	176.92	Staff
2/7/2025	Eb The Music Amp Arts	44.52	Staff
2/7/2025	Eb The Music Amp Arts	44.52	Staff
2/28/2025	Ed S Rental And Sales	-46	B&G
2/28/2025	Ed S Rental And Sales	115	B&G
2/13/2025	Eds Rental And Sales	30	B&G
2/24/2025	Einstein Bros-Online C	202.73	Staff
2/26/2025	Einstein Bros-Online C	244.51	Staff
2/12/2025	Elgin Key & Lock Co	191.01	B&G
2/12/2025	Elgin Key & Lock Co	36.5	B&G
2/14/2025	Elgin Key & Lock Co	21.63	B&G
2/24/2025	Ellis Island Casino	40.68	Staff
2/7/2025	Ezcater Panera Bread	153	Staff
2/14/2025	Ezcater Panera Bread	-8.93	Staff
2/14/2025	Ezcater Panera Bread	-12.02	Staff
2/24/2025	Ezcater Panera Bread	292.87	Staff
2/6/2025	Ezcater Potbelly Sandw	156.22	Staff
2/14/2025	Ezcater Potbelly Sandw	-11.47	Staff
2/13/2025	Farm & Flt Of Woodstoc	787.98	B&G
2/27/2025	Farm & Flt Of Woodstoc	994.13	B&G
2/25/2025	Fastsigns 100801	77.12	Staff
2/26/2025	Fastsigns 100801	320.91	Staff
2/7/2025	Fedex33568771	24.32	Staff
2/6/2025	Ferguson Ent #1123	141.16	B&G
2/12/2025	Ferguson Ent #1123	430.15	B&G
2/24/2025	Ferguson Ent #1123	150.35	B&G
2/25/2025	Ferguson Ent #1123	210.01	B&G
3/4/2025	Ferguson Ent #1123	205	B&G
3/4/2025	Ferguson Ent #1123	256.32	B&G
3/5/2025	Ferguson Ent #1123	27.76	B&G
3/4/2025	Figure 53 Qlab	70	Student
2/10/2025	Flipsnack.Com	576	Staff
2/28/2025	Floor And Decor 213	176.98	Staff
2/17/2025	Franklin Covey Seminar	768	Staff
2/7/2025	Galatis Hideaway	21	Staff
2/10/2025	Gftshpnewyorkmarriottm	16.53	Staff
3/5/2025	Giv Uw Badger Camps	350	Student
2/26/2025	Gofantix Ihsa (Illino	32.5	Student
2/26/2025	Gofantix Ihsa (Illino	32.5	Student
2/26/2025	Gofantix Ihsa (Illino	32.5	Student
2/26/2025	Gofantix Ihsa (Illino	32.5	Student
2/26/2025	Gofantix Ihsa (Illino	32.5	Student

2/14/2025	Goodwill Algonquin	106.39	Student
3/3/2025	Goodwill Huntley	39.2	Student
2/21/2025	Guss Fried Chicken -	22.03	Staff
2/20/2025	Gustave A Larson Compa	106.06	B&G
2/21/2025	Gustave A Larson Compa	60.4	B&G
2/24/2025	Gustave A Larson Compa	46.67	B&G
2/25/2025	Gustave A Larson Compa	190.44	B&G
2/27/2025	Gustave A Larson Compa	69.76	B&G
2/27/2025	Gustave A Larson Compa	100.65	B&G
2/28/2025	Gustave A Larson Compa	197.59	B&G
3/5/2025	Gustave A Larson Compa	317.14	B&G
3/5/2025	Gustave A Larson Compa	84.89	B&G
2/6/2025	Hampshire Napa	53.44	Student
2/19/2025	Hampshire Napa	41.07	Student
2/19/2025	Hampshire Napa	-41.07	Student
2/19/2025	Hampshire Napa	46.99	Student
2/21/2025	Hampshire Napa	11.03	Student
2/26/2025	Hampshire Napa	144.51	Student
2/10/2025	Hedge	29	Staff
2/12/2025	Hephzibahfarms.Com	28.49	Student
2/6/2025	Hilton Advpurch8002367	344.71	Student
2/10/2025	Hilton Denver City	1,209.60	Student
2/27/2025	Hilton Garden Inn	350.3	Student
2/27/2025	Hilton Garden Inn	350.3	Student
2/24/2025	Hobby-Lobby #0186	20.93	Student
2/10/2025	Hobby-Lobby #520	15.98	Student
2/28/2025	Hobby-Lobby #520	64.69	Student
2/26/2025	Holiday Inn Champaign	1,728.81	Student
2/24/2025	Homedepot.Com	2,865.00	B&G
2/17/2025	Humblefax	10	Staff
2/25/2025	Huntley Ford	59.96	B&G
3/3/2025	I Hotel	-180.8	Staff
3/3/2025	I Hotel	517.54	Staff
2/19/2025	Iasb	74	Staff
2/7/2025	Icp Gymnastics Etc. L	300	Student
3/4/2025	Illinois Association O	340	Staff
3/4/2025	Illinois Association O	545	Staff
3/4/2025	Illinois Association O	545	Staff
2/6/2025	Illinois Directors Of	311.16	Staff
2/26/2025	Illinois School Psycho	-55	Staff
2/10/2025	Inspra	50	Staff
2/20/2025	Iron Cactus Mexican Gr	19.32	Staff
2/6/2025	Isu Conferences	350.95	Staff
2/6/2025	Isu Conferences	350.95	Staff

2/10/2025	Isu Conferences	299	Staff
2/7/2025	Jersey Mikes 27009	175.07	Staff
2/10/2025	Jersey Mikes 27054	362.46	Staff
2/7/2025	Jewel #3198	69.94	Student
3/3/2025	Jewel Osco 0116	278.96	Student
3/3/2025	Jewel Osco 0116	107.73	Student
2/14/2025	Jewel Osco 1256	32.46	Student
2/14/2025	Jewel Osco 1256	20.99	Student
2/17/2025	Jewel Osco 1256	47.45	Student
2/17/2025	Jewel Osco 1306	37.95	Student
2/17/2025	Jewel Osco 1306	50.96	Student
2/20/2025	Jewel Osco 1306	142.12	Student
2/21/2025	Jewel Osco 1306	77.03	Student
2/6/2025	Jewel Osco 2310	237.94	Student
2/14/2025	Jewel Osco 2310	21.44	Student
2/21/2025	Jewel Osco 2310	24.43	Student
2/24/2025	Jewel Osco 2310	224.95	Student
2/24/2025	Jewel Osco 2310	78.92	Student
2/27/2025	Jewel Osco 2310	151.18	Student
2/28/2025	Jewel Osco 2310	53.43	Student
2/28/2025	Jewel Osco 2310	9.98	Student
2/17/2025	Jewel Osco 3394	41.98	Student
2/28/2025	Jewel Osco 3394	47.94	Student
2/6/2025	Jewel Osco 3451	21.22	Student
2/10/2025	Jewel Osco 3451	3.98	Student
2/10/2025	Jewel Osco 3451	53.42	Student
2/11/2025	Jewel Osco 3451	105.54	Student
2/13/2025	Jewel Osco 3451	46.81	Student
2/13/2025	Jewel Osco 3451	-47.63	Student
2/13/2025	Jewel Osco 3451	49.87	Student
2/14/2025	Jewel Osco 3451	50.4	Student
2/17/2025	Jewel Osco 3451	15.98	Student
2/20/2025	Jewel Osco 3451	114.34	Student
2/21/2025	Jewel Osco 3451	7.98	Student
2/24/2025	Jewel Osco 3451	13.47	Student
2/26/2025	Jewel Osco 3451	27.54	Student
2/27/2025	Jewel Osco 3451	30.45	Student
3/3/2025	Jewel Osco 3451	17.94	Student
2/10/2025	Jewel Osco 3486	96.43	Student
2/10/2025	Jfk Boulton And Watt 1	60.44	Staff
2/10/2025	Jfk Boulton And Watt 1	34.74	Staff
2/27/2025	Jimmy Johns - 0466	62.31	Staff
2/10/2025	Jimmy Johns - 415	218.12	Student
2/11/2025	Jimmy Johns - 836	127.18	Student

2/19/2025	Jimmy Johns - 836 - Mo	1,830.00	Student
2/20/2025	Jimmy Johns 491	13.74	Staff
2/17/2025	Joann Stores #2113	333.3	Student
2/10/2025	Joann Stores #2465	67.87	Student
2/10/2025	Joann Stores #2465	417.21	Student
2/17/2025	Joann Stores #2465	135.84	Student
2/19/2025	Joann Stores #2465	52.9	Student
2/24/2025	Joann Stores #2465	35.14	Student
2/26/2025	Joann Stores #2465	116.53	Student
2/20/2025	Julius Ai - Data Ast	150	Staff
2/24/2025	Kohls #0662	39.99	Student
2/10/2025	Kosta S Gyros - Algonq	160.17	Staff
2/26/2025	Kosta S Gyros - Algonq	51.48	Staff
3/5/2025	Kostas Gyros Algonqui	141.25	Staff
2/25/2025	La Hacienda Mexican Re	62.22	Staff
2/6/2025	La Loma Downtown, Llc	12.33	Staff
2/10/2025	Lakes Bowl	50	Student
2/7/2025	Liberty Lanes	83.84	Student
2/10/2025	Little Caesars #1713	33.93	Student
2/10/2025	Little Caesars #1713	163.23	Student
2/19/2025	Little Caesars #1713	157.73	Student
2/26/2025	Little Caesars #1713	118.81	Student
2/26/2025	Little Caesars #1713	68.88	Student
2/10/2025	Lou Malnatis Pizzeria	64.8	Staff
2/11/2025	Lou Malnatis Pizzeria	-5	Staff
2/6/2025	Lowes #01739	92.79	B&G
2/11/2025	Lowes #01739	39.98	B&G
2/17/2025	Lowes #01739	114	B&G
2/19/2025	Lowes #01739	89.82	B&G
2/26/2025	Lowes #01739	22.16	B&G
2/28/2025	Lukes Beef Inc	57	Staff
3/4/2025	Lulucom	38.66	Staff
2/10/2025	Lyft Ride Fri 12pm	131.83	Staff
2/10/2025	Lyft Ride Fri 6pm	90.85	Staff
2/6/2025	Lyft Ride Wed 1pm	114.77	Staff
2/6/2025	Lyft Ride Wed 6am	86.91	Staff
2/27/2025	Marianos #506	106.44	Student
2/10/2025	Marianos #544	97.98	Student
2/10/2025	Marriott Ny Marquis	670.26	Staff
2/10/2025	Marriott Ny Marquis	1,046.63	Staff
2/10/2025	Marriott Ny Marquis	1,005.39	Staff
2/10/2025	Marriott Ny Marquis	374.53	Staff
2/10/2025	McAlisters #1639	20.23	Staff
2/21/2025	McAlisters 101109	542.57	Staff

2/21/2025	McAlisters 101345	160.11	Staff
2/27/2025	McAlisters 101345	80.51	Staff
2/24/2025	McDonalds F1018	73.81	Student
2/10/2025	McDonalds F13573	12.13	Student
2/10/2025	Meijer # 183	49.51	Student
2/24/2025	Meijer # 183	69.85	Student
2/6/2025	Meijer # 206	456.26	Student
2/6/2025	Meijer # 206	465.15	Student
2/7/2025	Meijer # 206	29.72	Student
2/11/2025	Meijer # 206	63.64	Student
2/14/2025	Meijer # 206	341.83	Student
2/20/2025	Meijer # 206	9.96	Student
2/21/2025	Meijer # 206	132.89	Student
2/27/2025	Meijer # 206	165.96	Student
2/27/2025	Meijer # 206	126.19	Student
2/28/2025	Meijer # 206	40.15	Student
3/5/2025	Meijer # 206	92.96	Student
2/10/2025	Meijer Store #206	-465.15	Student
2/10/2025	Meijer Store #206	-468.84	Student
2/10/2025	Meijer Store #206	12.58	Student
2/10/2025	Meijer Store #206	32.6	Student
2/12/2025	Meijer Store #206	162.38	Student
2/14/2025	Meijer Store #206	53.34	Student
2/20/2025	Meijer Store #206	2.89	Student
2/20/2025	Meijer Store #206	36.91	Student
2/24/2025	Meijer Store #206	7	Student
2/25/2025	Meijer Store #206	214.39	Student
2/28/2025	Meijer Store #206	30.33	Student
3/3/2025	Meijer Store #206	94.96	Student
3/4/2025	Meijer Store #206	12.58	Student
3/5/2025	Meijer Store #206	58.8	Student
2/7/2025	Menards Carpentersvill	639.36	B&G
2/7/2025	Menards Carpentersvill	74.45	B&G
2/7/2025	Menards Carpentersvill	55.04	B&G
2/10/2025	Menards Carpentersvill	60.7	B&G
2/10/2025	Menards Carpentersvill	40.23	B&G
2/10/2025	Menards Carpentersvill	34.96	B&G
2/13/2025	Menards Carpentersvill	36.42	B&G
2/14/2025	Menards Carpentersvill	185.7	B&G
2/17/2025	Menards Carpentersvill	2.99	B&G
2/17/2025	Menards Carpentersvill	73.25	B&G
2/17/2025	Menards Carpentersvill	159.46	B&G
2/17/2025	Menards Carpentersvill	2.39	B&G
2/20/2025	Menards Carpentersvill	26.33	B&G

2/20/2025	Menards Carpentersvill	54.85	B&G
2/21/2025	Menards Carpentersvill	35.28	B&G
2/24/2025	Menards Carpentersvill	566.6	B&G
2/24/2025	Menards Carpentersvill	69.54	B&G
2/24/2025	Menards Carpentersvill	5.72	B&G
2/26/2025	Menards Carpentersvill	45.98	B&G
2/26/2025	Menards Carpentersvill	193.9	B&G
2/26/2025	Menards Carpentersvill	547.87	B&G
2/26/2025	Menards Carpentersvill	20.97	B&G
2/26/2025	Menards Carpentersvill	26.24	B&G
2/27/2025	Menards Carpentersvill	22.92	B&G
2/28/2025	Menards Carpentersvill	24.7	B&G
2/28/2025	Menards Carpentersvill	15.6	B&G
3/5/2025	Menards Carpentersvill	10.37	B&G
3/5/2025	Menards Carpentersvill	467.65	B&G
2/11/2025	Michaels Stores 4802	13.6	Student
2/27/2025	Michaels Stores 4802	47.57	Student
3/3/2025	Michaels Stores 4802	36.69	Student
3/3/2025	Michaels Stores 4802	28.87	Student
2/24/2025	Micheladas Cafe Y Cant	45.04	Staff
3/3/2025	Morettis Restaurante	1,965.05	Staff
3/3/2025	Morettis Restaurante	-310	Staff
2/20/2025	Museum Sci&industry P	22	Student
2/7/2025	Napa Store 3018050	112.46	Student
2/14/2025	Napa Store 3018050	78.42	Student
3/4/2025	Napa Store 3018051	139.99	Student
2/12/2025	Natl School Atty Assoc	300	Staff
3/4/2025	Neuco Inc	581.26	B&G
2/20/2025	Nintendo Cb1359715730	34.99	Student
2/24/2025	Nyny Sirricos	44.43	Staff
3/4/2025	Officemax/Depot 6071	14.2	Staff
3/4/2025	Officemax/Depot 6071	17.56	Staff
2/24/2025	Olive Garden Zk 002644	41.49	Staff
2/10/2025	Openai Chatgpt Subscr	20	Staff
2/13/2025	Openai Chatgpt Subscr	20	Staff
2/26/2025	Openai Chatgpt Subscr	20	Staff
3/3/2025	Openai Chatgpt Subscr	20	Staff
2/19/2025	Oreilly 3416	5.65	Student
2/24/2025	Oreilly 3416	25.91	Student
2/10/2025	Outback 1454	865.53	Student
2/28/2025	Outdoor Adventures	303	Student
2/10/2025	Paddle.Net Hedge	-31.39	Staff
2/24/2025	Panera Bread #203291 O	47.88	Staff
3/3/2025	Panera Bread #203291 O	39.39	Staff

3/3/2025	Panera Bread #203291 O	39.39	Staff
3/3/2025	Panera Bread #203291 O	41.19	Staff
3/3/2025	Panera Bread #203291 P	48.82	Staff
2/10/2025	Panera Bread #204017 O	192.38	Staff
2/7/2025	Panera Bread #204091 O	167.41	Staff
2/10/2025	Panera Bread #204091 O	99.06	Staff
2/20/2025	Panera Bread #204098 O	108.61	Staff
2/21/2025	Panera Bread #204098 O	283.1	Staff
2/27/2025	Panera Bread #204098 O	115.19	Staff
2/10/2025	Panera Bread #601295 P	290.31	Staff
2/28/2025	Panera Bread #601295 P	107.16	Staff
3/3/2025	Panera Bread #601295 P	67.89	Staff
2/21/2025	Papa Johns #0074	150.19	Student
2/28/2025	Papa Johns 4534	104.4	Student
2/26/2025	Papa Saverios	357.65	Student
2/26/2025	Papa Saverios - Huntle	237.91	Student
2/26/2025	Paper Direct	1,821.75	Staff
2/28/2025	Parts Town	135.56	B&G
2/10/2025	Parts Town, Llc	174.95	B&G
2/13/2025	Parts Town, Llc	227.91	B&G
2/17/2025	Parts Town, Llc	566.51	B&G
2/25/2025	Parts Town, Llc	267.3	B&G
2/25/2025	Parts Town, Llc	73.84	B&G
2/27/2025	Parts Town, Llc	136.13	B&G
2/27/2025	Parts Town, Llc	165.84	B&G
2/27/2025	Parts Town, Llc	218.67	B&G
2/27/2025	Partswh Com	91.97	B&G
3/3/2025	Partswh Com	-5.41	B&G
2/6/2025	Party City 5318	-1.49	Student
2/11/2025	Party City 5318	97.67	Student
2/11/2025	Party City 5318	-112.48	Student
2/11/2025	Party City 5318	112.48	Student
2/12/2025	Party City 5318	457.5	Student
2/21/2025	Party City 932	10.32	Student
2/26/2025	Paypal Basic Fun	30	Student
2/28/2025	Paypal Snapfish	366.94	Staff
2/12/2025	Pelra Inv-13445	230	Staff
2/27/2025	Personalization Mall	56.48	Staff
2/17/2025	Pivotal Weather-Llc	9.99	B&G
2/17/2025	Poplar Creek Bowl	60	Student
2/14/2025	Portillos Algonquin #8	133.63	Staff
3/3/2025	Portillos Algonquin84o	333.74	Staff
3/5/2025	Portillos Algonquin84o	-19.76	Staff
2/10/2025	Portillos Hot Dogs #29	7.49	Student

2/10/2025	Portillos Hot Dogs #29	13.47	Student
2/10/2025	Portillos Hot Dogs #29	250.77	Student
2/10/2025	Portillos Hot Dogs #51	2.79	Student
2/10/2025	Portillos Hot Dogs #51	323.27	Student
2/27/2025	Priceln Delta Air Line	229.96	Staff
2/7/2025	Ralph Helm	1,848.39	B&G
2/14/2025	Ralph Helm	789.93	B&G
2/20/2025	Ralph Helm	576.72	B&G
2/26/2025	Randall Oaks Park & Zo	185	Student
3/3/2025	Red Robin No 224	82.83	Staff
2/27/2025	Red Robin No 343	233.44	Staff
2/25/2025	Reg Showplace 16 0621	35	Student
2/19/2025	Ricoh Usa, Inc	94.05	Staff
2/24/2025	Road Ranger #132	47.41	Student
2/24/2025	Robotics Education & C	154.5	Student
2/19/2025	Rockford University	100	Staff
2/7/2025	Rosatis Pizza Hampshir	245.92	Student
3/3/2025	Rosatis Pizza Hampshir	58.33	Student
3/3/2025	Rosatis Pizza Hampshir	62.38	Student
2/20/2025	Royal Blue Grocery	31.26	Student
2/12/2025	Saint Xavier Universit	150	Staff
2/11/2025	Sams Club #6339	445.54	Student
2/24/2025	Sams Club #6339	18.26	Student
2/18/2025	Sams Club #8297	53.64	Student
2/24/2025	Samsclub #6339	17.96	Student
3/3/2025	Samsclub #6339	12.84	Student
2/10/2025	Samsclub.Com	154.86	Staff
2/10/2025	Samsclub.Com	59.96	Staff
2/14/2025	Samsclub.Com	269.48	Staff
2/21/2025	Samsclub.Com	175.39	Staff
2/24/2025	Samsclub.Com	1,362.16	Staff
3/5/2025	Sheet Music Plus	75	Student
2/19/2025	Shell Oil 57443037601	19.96	Student
3/3/2025	Shell Oil 57444091201	40	Student
2/6/2025	Signarama Carpentersvi	136.2	Staff
3/5/2025	Simplicity.Com Copy 1	206.78	Student
3/3/2025	Siteone Landscape Supp	277.2	B&G
2/6/2025	Solution Tree Inc	769	Staff
2/25/2025	Sp Central Tree	87.36	B&G
2/26/2025	Sp Central Tree	87.36	B&G
3/3/2025	Sp Central Tree	87.36	B&G
3/3/2025	Sp Central Tree	87.36	B&G
3/3/2025	Sp Central Tree	87.36	B&G
3/3/2025	Sp Central Tree	87.36	B&G

2/24/2025	Sp Quick Transfers	105.14	Student
2/17/2025	Spi Directv Service	151.97	Staff
2/28/2025	Sq Andersens Engravi	410	Student
2/13/2025	Sq Sweetness Cookie C	367.5	Staff
2/7/2025	Starbucks Store 02626	83.55	Student
2/24/2025	Steak-N-Shake#0011 Q99	54.7	Student
2/10/2025	Steiner Elec St Charle	488.81	B&G
2/14/2025	Steiner Elec St Charle	733.45	B&G
2/27/2025	Steiner Elec St Charle	896.06	B&G
3/3/2025	Steiner Elec St Charle	258.59	B&G
2/28/2025	Sticker Mule	245	Staff
2/10/2025	Stk Midtown	60.57	Staff
2/6/2025	Subway 59124	21.29	Student
2/18/2025	Sullivans Foods Mar	61.9	Student
2/24/2025	Sullivans Foods Mar	37.11	Student
2/19/2025	Sundberg America	401.2	B&G
2/27/2025	Symplicity Corp	350	Staff
2/24/2025	Taco Bell 021530	47.08	Student
2/10/2025	Target 00008805	74.73	Student
3/3/2025	Target 00008805	12.57	Student
2/19/2025	Target 00011668	169.5	Student
2/24/2025	Target 00013854	47.99	Student
2/7/2025	Target 00018010	104.82	Student
2/11/2025	Target 00018010	79.59	Student
2/20/2025	Target 00018010	9.95	Student
2/20/2025	Target 00018010	15.33	Student
2/21/2025	Target 00018010	48.58	Student
2/24/2025	Target 00018010	35.96	Student
2/25/2025	Target 00018010	32.15	Student
2/27/2025	Target 00018010	163.67	Student
3/3/2025	Target 00018010	80.12	Student
3/3/2025	Target 00018010	100	Student
3/4/2025	Target 00018010	46.33	Student
3/5/2025	Target 00018010	19.96	Student
3/3/2025	Target.Com	51.68	Staff
2/6/2025	Taylor Street Pizza Of	94.44	Student
2/20/2025	Taylor Street Pizza Of	37.47	Student
2/21/2025	Taylor Street Pizza Of	13.99	Student
2/21/2025	Taylor Street Pizza Of	36.47	Student
2/24/2025	Taylor Street Pizza Of	74.45	Student
2/25/2025	Taylor Street Pizza Of	20.48	Student
2/28/2025	Taylor Street Pizza Of	36.37	Student
2/24/2025	The Driskill Hotel F&b	27.85	Staff
2/24/2025	The Home Depot #1934	87.23	B&G

2/28/2025	The Home Depot #1934	61.86	B&G
2/6/2025	The Home Depot #1940	844.05	B&G
2/6/2025	The Home Depot #1940	337	B&G
2/6/2025	The Home Depot #1940	199.94	B&G
2/6/2025	The Home Depot #1940	64.91	B&G
2/7/2025	The Home Depot #1940	35.1	B&G
2/10/2025	The Home Depot #1940	82.45	B&G
2/10/2025	The Home Depot #1940	57.64	B&G
2/10/2025	The Home Depot #1940	621.11	B&G
2/10/2025	The Home Depot #1940	149.5	B&G
2/10/2025	The Home Depot #1940	76.79	B&G
2/10/2025	The Home Depot #1940	72.32	B&G
2/12/2025	The Home Depot #1940	122.67	B&G
2/12/2025	The Home Depot #1940	41.96	B&G
2/13/2025	The Home Depot #1940	45.78	B&G
2/13/2025	The Home Depot #1940	11.48	B&G
2/14/2025	The Home Depot #1940	68.82	B&G
2/17/2025	The Home Depot #1940	164.78	B&G
2/17/2025	The Home Depot #1940	79.85	B&G
2/17/2025	The Home Depot #1940	71.69	B&G
2/17/2025	The Home Depot #1940	564.38	B&G
2/20/2025	The Home Depot #1940	83.1	B&G
2/20/2025	The Home Depot #1940	308.66	B&G
2/20/2025	The Home Depot #1940	23.38	B&G
2/21/2025	The Home Depot #1940	48.28	B&G
2/21/2025	The Home Depot #1940	16.16	B&G
2/24/2025	The Home Depot #1940	23.36	B&G
2/24/2025	The Home Depot #1940	21.83	B&G
2/24/2025	The Home Depot #1940	83.13	B&G
2/24/2025	The Home Depot #1940	178.32	B&G
2/24/2025	The Home Depot #1940	113.62	B&G
2/24/2025	The Home Depot #1940	152.69	B&G
2/24/2025	The Home Depot #1940	13.28	B&G
2/26/2025	The Home Depot #1940	122.91	B&G
2/27/2025	The Home Depot #1940	22.25	B&G
2/27/2025	The Home Depot #1940	18.94	B&G
2/27/2025	The Home Depot #1940	44.79	B&G
2/28/2025	The Home Depot #1940	147.29	B&G
2/28/2025	The Home Depot #1940	3.85	B&G
3/3/2025	The Home Depot #1940	183.03	B&G
3/3/2025	The Home Depot #1940	45.95	B&G
3/3/2025	The Home Depot #1940	259.76	B&G
3/3/2025	The Home Depot #1940	59.95	B&G
3/5/2025	The Home Depot #1940	111.96	B&G

2/6/2025	The Home Depot #1948	39.4	B&G
2/6/2025	The Home Depot #1948	91.1	B&G
2/6/2025	The Home Depot #1948	16.66	B&G
2/7/2025	The Home Depot #1948	43.45	B&G
2/10/2025	The Home Depot #1948	449.75	B&G
2/10/2025	The Home Depot #1948	279.58	B&G
2/12/2025	The Home Depot #1948	167.84	B&G
2/14/2025	The Home Depot #1948	856.19	B&G
2/17/2025	The Home Depot #1948	180.24	B&G
2/17/2025	The Home Depot #1948	103.38	B&G
2/21/2025	The Home Depot #1948	195.02	B&G
2/21/2025	The Home Depot #1948	32.7	B&G
2/24/2025	The Home Depot #1948	237.41	B&G
2/24/2025	The Home Depot #1948	24.96	B&G
2/24/2025	The Home Depot #1948	197.39	B&G
2/24/2025	The Home Depot #1948	527.92	B&G
2/24/2025	The Home Depot #1948	29.74	B&G
2/24/2025	The Home Depot #1948	-39.94	B&G
2/24/2025	The Home Depot #1948	129	B&G
2/24/2025	The Home Depot #1948	104.21	B&G
2/24/2025	The Home Depot #1948	141.5	B&G
2/28/2025	The Home Depot #1948	42.89	B&G
2/28/2025	The Home Depot #1948	58.42	B&G
3/3/2025	The Home Depot #1948	961.97	B&G
3/3/2025	The Home Depot #1948	21.57	B&G
3/3/2025	The Home Depot #1948	93.12	B&G
3/3/2025	The Home Depot #1948	8.6	B&G
3/3/2025	The Home Depot #1948	41.2	B&G
2/27/2025	The Home Depot #6701	79.86	B&G
2/21/2025	The Home Depot #6923	124.96	B&G
2/28/2025	The Il Assoc Of School	-250	Staff
2/10/2025	The Ups Store 1704	25.54	Staff
2/6/2025	The Webstaurant Store	442.31	Staff
2/7/2025	The Webstaurant Store	178.31	Staff
2/28/2025	Tm Ihsa Dual Team Wre	17.9	Student
2/28/2025	Tm Ihsa Dual Team Wre	17.9	Student
2/21/2025	Tmobile Postpaid Web	4,258.60	Board Approved
2/21/2025	Tmobile Postpaid Web	4,970.24	Board Approved
3/4/2025	Town & Country Gardens	108.98	Staff
2/10/2025	Trane Supply-112420	24.32	B&G
2/12/2025	Trane Supply-112420	177.78	B&G
2/21/2025	Trane Supply-112420	280.35	B&G
2/24/2025	Trane Supply-112420	15.62	B&G
2/24/2025	Trane Supply-112420	12.69	B&G

2/28/2025	Trane Supply-112420	7.13	B&G
3/3/2025	Trane Supply-112420	24.17	B&G
3/3/2025	Trane Supply-112420	16.31	B&G
2/24/2025	Tst Baxters American G	71	Student
2/10/2025	Tst Bh - Bloomington	549.05	Student
3/3/2025	Tst Bh - Bloomington	114.48	Student
3/3/2025	Tst Bh - Bloomington	98.04	Student
3/3/2025	Tst Bh - Bloomington	76.14	Student
3/3/2025	Tst Bh - Bloomington	141.24	Student
2/10/2025	Tst Brooklyns Finest	16.2	Staff
2/13/2025	Tst Casa Real Cantina	73.82	Staff
2/7/2025	Tst Destihl Restaurant	573.75	Student
2/24/2025	Tst Dirt Dog Las Vega	34.14	Staff
2/7/2025	Tst Five Acres Nyc	79.89	Staff
2/10/2025	Tst Garibaldis Hoffm	257.66	Student
2/10/2025	Tst Garibaldis Hoffm	400.26	Student
2/10/2025	Tst Garibaldis Hoffm	642.91	Student
2/17/2025	Tst Garibaldis Hoffman	271.13	Student
2/21/2025	Tst Garibaldis Hoffman	570.22	Student
2/20/2025	Tst Lou Malnatis - L	650.78	Staff
3/3/2025	Tst Lou Malnatis - L	229.06	Staff
3/3/2025	Tst Lou Malnatis - O	97.99	Staff
2/7/2025	Tst Major Food Group -	78.38	Staff
2/7/2025	Tst Maple And Hash Pi	32.5	Staff
2/14/2025	Tst Obed And Isaacs Sp	102.94	Staff
2/20/2025	Tst Thompson Austin H	20.95	Staff
2/24/2025	Tst Thompson Austin H	23.41	Staff
2/13/2025	Tst Wyndham City Cent	21.06	Staff
2/7/2025	U Of I Online Payment	30	Staff
2/10/2025	U Of I Online Payment	30	Staff
2/21/2025	U Of I Ticket Office	400	Student
2/6/2025	Uber Trip	6	Staff
2/6/2025	Uber Trip	20	Staff
2/6/2025	Uber Trip	78.01	Staff
2/6/2025	Uber Trip	133.34	Staff
2/7/2025	Uber Trip	62.04	Staff
2/19/2025	Uber Trip	79.96	Staff
2/19/2025	Uber Trip	43.62	Staff
2/24/2025	Uber Trip	30.49	Staff
2/24/2025	Uber Trip	18.89	Staff
2/24/2025	Uber Trip	125.96	Staff
2/12/2025	U-Haul Tolls And Citat	29.4	Staff
2/6/2025	Um Gen Acct Rec	200	Staff
2/6/2025	United 01624573956110	521.97	Staff

2/10/2025	United 01624579417274	336.99	Staff
2/20/2025	United 01624613955801	2.16	Staff
2/6/2025	Urban Kitchen	29	Staff
2/7/2025	Urban Kitchen	29.5	Staff
2/10/2025	Urban Kitchen	29.5	Staff
2/10/2025	Urban Kitchen	29.5	Staff
2/12/2025	Usa Clean By Jon-Don	518.49	B&G
2/7/2025	Usps Po 1600960102	77.85	B&G
2/19/2025	Usps Po 1600960102	6.89	B&G
2/27/2025	Usps Po 1600960102	292	B&G
2/11/2025	Usps Po 1613080110	19.42	B&G
2/6/2025	Usps Po 1618720014	10.1	B&G
2/21/2025	Usps Po 1633970140	73	B&G
2/28/2025	Uwwdrumlinreshall Qps	195	Student
2/28/2025	Village Pizza & Pub	332.69	Student
2/27/2025	Virgils Time Square	2,500.00	Student
3/5/2025	Walgreens #4258	81.33	Student
2/24/2025	Walgreens #5603	27.85	Student
2/26/2025	Walgreens #9059	9.8	Student
2/10/2025	Wal-Mart #1413	144.71	Student
2/27/2025	Wal-Mart #1413	93.31	Student
2/6/2025	Wal-Mart #1531	45.57	Student
2/6/2025	Wal-Mart #1531	61.47	Student
2/6/2025	Wal-Mart #1531	96.94	Student
2/7/2025	Wal-Mart #1531	14.94	Student
2/7/2025	Wal-Mart #1531	107.95	Student
2/7/2025	Wal-Mart #1531	323.86	Student
2/10/2025	Wal-Mart #1531	283.07	Student
2/10/2025	Wal-Mart #1531	78.32	Student
2/10/2025	Wal-Mart #1531	4.12	Student
2/10/2025	Wal-Mart #1531	147.72	Student
2/13/2025	Wal-Mart #1531	74.98	Student
2/13/2025	Wal-Mart #1531	21.62	Student
2/17/2025	Wal-Mart #1531	111.67	Student
2/17/2025	Wal-Mart #1531	21.71	Student
2/19/2025	Wal-Mart #1531	83.19	Student
2/19/2025	Wal-Mart #1531	52.01	Student
2/19/2025	Wal-Mart #1531	101.49	Student
2/20/2025	Wal-Mart #1531	41.31	Student
2/21/2025	Wal-Mart #1531	20.62	Student
2/21/2025	Wal-Mart #1531	42.88	Student
2/21/2025	Wal-Mart #1531	72.29	Student
2/24/2025	Wal-Mart #1531	11.84	Student
2/24/2025	Wal-Mart #1531	147.4	Student

2/24/2025	Wal-Mart #1531	64.11	Student
2/27/2025	Wal-Mart #1531	129.26	Student
2/28/2025	Wal-Mart #1531	162.23	Student
3/4/2025	Wal-Mart #1531	73.93	Student
3/4/2025	Wal-Mart #1531	133.51	Student
3/4/2025	Wal-Mart #1531	486.85	Student
3/5/2025	Wal-Mart #1531	89.94	Student
3/5/2025	Wal-Mart #1531	64.15	Student
3/5/2025	Wal-Mart #1531	94.29	Student
3/5/2025	Wal-Mart #1531	158.27	Student
2/19/2025	Wal-Mart #1814	32.22	Student
2/27/2025	Wal-Mart #2815	73.66	Student
3/3/2025	Wal-Mart #3434	203.62	Student
3/4/2025	Wal-Mart #3434	15.92	Student
2/10/2025	Wal-Mart #4641	10.27	Student
2/11/2025	Wal-Mart #4641	199.4	Student
2/11/2025	Wal-Mart #4641	11.88	Student
2/11/2025	Wal-Mart #4641	131.75	Student
2/12/2025	Wal-Mart #4641	44.34	Student
2/17/2025	Wal-Mart #4641	85.05	Student
2/19/2025	Wal-Mart #4641	15.18	Student
2/19/2025	Wal-Mart #4641	392.82	Student
2/24/2025	Wal-Mart #4641	103.54	Student
2/27/2025	Wal-Mart #4641	43.24	Student
3/5/2025	Wal-Mart #4641	41.44	Student
3/5/2025	Wal-Mart #4641	233.77	Student
2/7/2025	Wal-Mart #5060	32.68	Student
2/7/2025	Wal-Mart #5060	104.56	Student
2/11/2025	Wal-Mart #5060	19.32	Student
2/14/2025	Wal-Mart #5060	21.5	Student
2/17/2025	Wal-Mart #5060	48.14	Student
2/18/2025	Wal-Mart #5060	75.15	Student
2/20/2025	Wal-Mart #5060	38.48	Student
2/24/2025	Wal-Mart #5060	27.68	Student
2/25/2025	Wal-Mart #5060	21.66	Student
2/25/2025	Wal-Mart #5060	55.4	Student
2/26/2025	Wal-Mart #5060	68.52	Student
2/27/2025	Wal-Mart #5060	364.74	Student
2/28/2025	Wal-Mart #5060	182.15	Student
3/4/2025	Wal-Mart #5060	101.13	Student
2/20/2025	Wal-Mart #5276	618.99	Student
2/11/2025	Wal-Mart #5352	39.36	Student
2/17/2025	Walmart.Com	138.74	Staff
2/24/2025	Walmart.Com	55.96	Staff

2/6/2025	Walmart.Com 8009256278	137.38	Staff
2/19/2025	West Side Electric Sup	361.96	B&G
2/20/2025	West Side Electric Sup	442.7	B&G
2/21/2025	West Side Electric Sup	217.9	B&G
2/24/2025	Westin Austin F&b	32.15	Staff
2/17/2025	Wingstop 1391	98.01	Staff
2/11/2025	Wm Supercenter #1413	110.14	Student
2/11/2025	Wm Supercenter #1413	136.74	Student
2/14/2025	Wm Supercenter #1413	70.33	Student
2/20/2025	Wm Supercenter #1413	74.59	Student
3/4/2025	Wm Supercenter #1413	56.8	Student
3/5/2025	Wm Supercenter #1413	240.32	Student
2/24/2025	Wm Supercenter #1814	191.78	Student
2/19/2025	Wm Supercenter #3434	40.12	Student
2/10/2025	Wm Supercenter #4641	649.6	Student
2/17/2025	Wm Supercenter #4641	32.2	Student
2/20/2025	Wm Supercenter #4641	48.72	Student
2/26/2025	Wm Supercenter #4641	434.94	Student
3/5/2025	Wm Supercenter #4641	110.7	Student
2/7/2025	Wm Supercenter #5060	45.65	Student
2/12/2025	Wm Supercenter #5060	5.44	Student
2/13/2025	Wm Supercenter #5060	4.08	Student
2/13/2025	Wm Supercenter #5060	55.85	Student
2/20/2025	Wm Supercenter #5060	87.76	Student
2/21/2025	Wm Supercenter #5060	85.99	Student
2/24/2025	Wm Supercenter #5060	52.44	Student
2/24/2025	Wm Supercenter #5060	108.26	Student
2/26/2025	Wm Supercenter #5060	13.87	Student
3/4/2025	Wm Supercenter #5060	11.94	Student
3/4/2025	Wm Supercenter #5060	45.72	Student
2/7/2025	Www.Dji.Com	4,760.83	Staff
2/17/2025	Wyndham Springfield Ci	239.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	118.56	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff

2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/17/2025	Wyndham Springfield Ci	237.12	Staff
2/6/2025	Ziegler-Carpentersvill	9.57	B&G
2/7/2025	Ziegler-Carpentersvill	22.97	B&G
2/14/2025	Ziegler-Carpentersvill	11.97	B&G
2/24/2025	Ziegler-Carpentersvill	32.98	B&G
2/6/2025	Zieglers Ace Hdwe	22.11	B&G
2/7/2025	Zieglers Ace Hdwe	7.59	B&G
2/13/2025	Zieglers Ace Hdwe	19.04	B&G
2/27/2025	Zieglers Ace Hdwe	11.07	B&G
3/5/2025	Zieglers Ace Hdwe	44.99	B&G
		158701.98	

Debit Total	160,902.77
Credit Total	-2,200.79
Total	158,701.98

ACTIVITY ACCOUNT SUMMARY
FOR MONTH OF: February, 2025

	Month to Date			Year To Date			
	Month End Receipts	Month End Disbursements	Month End Activity	July 1, 2024 Beginning Book Balance	Year to Date Receipts	Year to Date Disbursements	Year to Date Book Balance
School							
Algonquin Lakes ES	$ 57.77	$ 836.65	$ (778.88)	$ 12,824	$ 9,403	$ 9,995	$ 12,232
Algonquin M.S.	$ 769.18	$ 1,937.29	$ (1,168.11)	$ 11,485	$ 16,052	$ 14,837	$ 12,700
Big Timber E.S	$ 808.45	$ 765.00	$ 43.45	$ 7,769	$ 12,168	$ 8,641	$ 11,295
Carpentersville M.S.	$ 8,513.92	$ 1,978.25	$ 6,535.67	$ 28,763	$ 16,934	$ 6,631	$ 39,066
DeLacey	$ 2,825.22	$ 3,003.94	$ (178.72)	$ 6,273	$ 6,055	$ 8,037	$ 4,291
Dundee-Crown H.S.	$ 11,839.52	$ 35,311.86	$ (23,472.34)	$ 161,822	$ 195,763	$ 180,777	$ 176,809
Dundee Highlands	$ 182.81	$ -	$ 182.81	$ 1,945	$ 3,084	$ 132	$ 4,896
Dundee M.S.	$ 1,716.05	$ 3,859.75	$ (2,143.70)	$ 139,153	$ 64,775	$ 63,690	$ 140,238
Eastview ES	$ 11.75	$ 718.76	$ (707.01)	$ 1,633	$ 4,017	$ 2,639	$ 3,011
Gary D Wright ES	$ 2,422.83	$ 2,362.39	$ 60.44	$ 7,302	$ 32,002	$ 28,000	$ 11,303
Gilberts ES	$ 2,834.01	$ 200.00	$ 2,634.01	$ 5,830	$ 11,395	$ 8,914	$ 8,312
Golfview ES	$ 9.52	$ -	$ 9.52	$ 1,632	$ 2,592	$ 1,291	$ 2,933
Hampshire ES	$ 116.82	$ 419.26	$ (302.44)	$ 2,612	$ 17,545	$ 15,645	$ 4,512
Hampshire H.S.	$ 13,006.13	$ 21,120.22	$ (8,114.09)	$ 380,582	$ 214,721	$ 183,303	$ 412,001
Hampshire M.S.	$ 7,747.99	$ 7,102.33	$ 645.66	$ 87,424	$ 43,556	$ 38,970	$ 92,009
H.D. Jacobs H.S.	$ 12,818.48	$ 11,787.55	$ 1,030.93	$ 251,410	$ 215,007	$ 144,526	$ 321,892
Lake In The Hills ES	$ 2,522.80	$ -	$ 2,522.80	$ 9,583	$ 5,274	$ 6,893	$ 7,964
Lakewood ES	$ 87.77	$ 7,938.58	$ (7,850.81)	$ 18,366	$ 13,104	$ 11,571	$ 19,899
Liberty ES	$ 1,209.36	$ 1,806.00	$ (596.64)	$ 9,407	$ 5,379	$ 8,348	$ 6,438
Lincoln Prairie ES	$ 1,214.54	$ 1,236.00	$ (21.46)	$ 10,479	$ 7,794	$ 3,713	$ 14,560
Meadowdale ES	$ 45.40	$ 154.23	$ (108.83)	$ 781	$ 10,532	$ 9,726	$ 1,587
Neubert ES	$ 14.00	$ -	$ 14.00	$ 1,766	$ 3,951	$ 1,682	$ 4,035
Parkview ES	$ 190.75	$ 154.86	$ 35.89	$ 6,768	$ 4,399	$ 4,792	$ 6,375
Perry ES	$ 417.37	$ 100.00	$ 317.37	$ 7,535	$ 4,955	$ 2,685	$ 9,805
Sleepy Hollow ES	$ 12.22	$ -	$ 12.22	$ 1,319	$ 2,785	$ 365	$ 3,739
Westfield ES/MS	$ 5,967.91	$ 4,529.13	$ 1,438.78	$ 48,213	$ 59,672	$ 52,804	$ 55,082
Total	$ 77,362.57	$ 107,322.05	$ (29,959.48)	$ 1,222,676	$ 982,916	$ 818,607	$ 1,386,985

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	13,011.07	57.77	836.65		12,232.19
Total Cash Accounts	13,011.07	57.77	836.65	0.00	12,232.19
Other Accounts					
200M-00-00 Special Ed	153.25				153.25
2029-00-00 Class of 2029	39.55				39.55
2030-00-00 Class of 2030	137.56				137.56
2032-00-00 Class of 2032	667.83			255.00	922.83
2033-00-00 Class of 2033	175.75				175.75
2034-00-00 Class of 2034	812.45				812.45
2035-00-00 Class of 2035	0.05				0.05
2036-00-00 Class of 2036	16.00				16.00
2090-10-00 Acting Club	51.46				51.46
2410-00-00 Culinary Kids 2/3	80.57				80.57
2415-10-00 Science Club	10.31				10.31
2420-10-00 Board Game Club	464.00				464.00
2590-10-00 Lady Lions Running Club	1,338.08				1,338.08
2590-20-00 Boys Running Club	1,871.08				1,871.08
4100-10-10 Fitness Club	130.05				130.05
4200-10-00 Birthday Books	365.00				365.00
4200-20-00 Book Fair	(39.64)				(39.64)
4210-00-00 Holiday Creations	135.85				135.85
4300-00-00 Yearbook	1,657.26		836.65		820.61
5100-00-00 General Fund	289.70				289.70
5500-10-00 ALES Grant Awards	18.19				18.19
5700-00-00 Social Committee	245.00				245.00
6000-00-00 Interest Income	1,789.03	57.77			1,846.80
6000-30-00 Field Trip Reserve	2,602.69			(255.00)	2,347.69
Total Other Accounts	13,011.07	57.77	836.65	0.00	12,232.19

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	13,868.32	769.18	1,937.29		12,700.21
Total Cash Accounts	13,868.32	769.18	1,937.29	0.00	12,700.21
Other Accounts					
2000-10-00 Student Council	1,730.90	423.00	897.96		1,255.94
2029-00-00 Class of 2029	107.11				107.11
2030-00-00 Class of 2030	688.00				688.00
2031-00-00 Class of 2031	105.73				105.73
2110-10-00 Band	468.32				468.32
2140-10-00 Chorus	720.03				720.03
2150-30-00 Musical	2,495.73	43.46	706.39		1,832.80
2151-10-00 Music Club	197.06				197.06
2220-10-00 Art Club	363.89				363.89
2230-10-00 Beta Club	1,608.73		137.50		1,471.23
2240-00-00 Baking Club	0.16				0.16
2250-00-00 Chess Club	0.10				0.10
2391-10-00 AVID	1,256.61	200.00	132.45		1,324.16
2430-10-00 Special Ed Community Trips	5.50				5.50
2590-40-00 Read-a-Thon	566.25				566.25
3020-00-00 Wrestling	455.45				455.45
3100-20-00 Volleyball - 8th grade	15.15				15.15
3110-10-00 Cross Country	106.25				106.25
3210-00-00 Boys Basketball	154.51				154.51
3210-10-00 Girls Basketball	73.57	55.99			129.56
3230-10-00 Track and Field	2.25				2.25
3250-20-10 Poms/Dance	87.48				87.48
3350-20-10 Cheerleading	34.18				34.18
4100-10-00 PBIS	36.96				36.96
4100-30-00 General	17.91				17.91
4300-30-00 Staff Account	21.08		62.99	60.00	18.09
5110-10-00 D300 Honors Band Concert	102.20				102.20
5110-20-00 MB Jazz Ensembles	814.00				814.00
5200-00-00 Physical Education Fund	477.21				477.21
6000-20-00 Field Trip Reserve	765.00				765.00
6000-30-00 Interest Income	391.00	46.73		(60.00)	377.73
Total Other Accounts	13,868.32	769.18	1,937.29	0.00	12,700.21

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 BMOHarris Checking Account	11,252.16	808.45	765.00		11,295.61
Total Cash Accounts	11,252.16	808.45	765.00	0.00	11,295.61
Other Accounts					
2031-00-00 Class of 2031	256.65				256.65
2032-00-00 Class of 2032	562.72				562.72
2033-00-00 Class of 2033	345.85				345.85
2034-00-00 Class of 2034	576.82				576.82
2035-00-00 Class of 2035	(209.45)	770.00	665.00		(104.45)
2036-00-00 Class of 2036	831.40				831.40
2037-00-00 Class of 2037	1.75				1.75
3010-00-00 Yearbook	550.00				550.00
3100-20-00 Math and Reading Night	662.00				662.00
4100-30-00 General	303.95		100.00		203.95
5100-10-00 PBIS	390.00				390.00
5100-10-10 Staff Sunshine Account	1,625.78				1,625.78
6000-00-00 Interest Income	497.69	38.45			536.14
6000-30-00 Field Trip Reserve	4,857.00				4,857.00
Total Other Accounts	11,252.16	808.45	765.00	0.00	11,295.61

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	32,530.74	8,513.92	1,978.25		39,066.41
Total Cash Accounts	32,530.74	8,513.92	1,978.25	0.00	39,066.41
Other Accounts					
2000-10-00 Student Council	3,854.02	1,842.00	1,654.42		4,041.60
2031-00-00 Class of 2031	112.03				112.03
2105-00-00 Man in Demand/Dare to be Rare	447.56				447.56
2110-10-00 Music	739.12				739.12
2110-20-00 MB Jazz	420.00				420.00
2120-10-00 Drama	3,281.62		284.34		2,997.28
2140-10-00 Chorus	846.04				846.04
2221-10-00 Art Club	10.00				10.00
2230-10-00 Beta Club	522.68				522.68
2235-10-00 Chess Club	111.79		39.49		72.30
2481-10-00 Yearbook	195.56				195.56
2590-40-00 Relay for Life	2.00				2.00
2670-20-00 Book Fair	13.14				13.14
3250-20-10 Poms	2,868.85				2,868.85
3350-20-10 Cheerleading	3,966.89				3,966.89
4101-30-00 AVID	3,934.61	6,563.40			10,498.01
4210-20-00 General	2,677.11				2,677.11
4300-30-00 Sunshine	870.14				870.14
6000-00-00 Interest	4,157.58	108.52			4,266.10
6000-30-00 Field Trip Reserve	3,500.00				3,500.00
Total Other Accounts	32,530.74	8,513.92	1,978.25	0.00	39,066.41

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris Cash Account	4,469.94	2,825.22	3,003.94		4,291.22
Total Cash Accounts	4,469.94	2,825.22	3,003.94	0.00	4,291.22
Other Accounts					
4100-00-00 Student Memorial Fundraiser	85.80				85.80
4700-00-00 Pyramid Model Committee	1,616.29				1,616.29
5100-00-00 General Student Activities	247.11	2,808.00	3,003.94		51.17
5200-00-00 PBIS	1,791.25				1,791.25
6000-00-00 Interest Income	729.49	17.22			746.71
Total Other Accounts	4,469.94	2,825.22	3,003.94	0.00	4,291.22

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	200,280.94	11,839.52	35,311.86		176,808.60
Total Cash Accounts	200,280.94	11,839.52	35,311.86	0.00	176,808.60
Other Accounts					
1000-10-10 Banking Corrections	(204.00)				(204.00)
2000-10-00 Student Council	11,224.84	1,013.00	1,565.00		10,672.84
2095-10-00 Animation Club	98.78				98.78
2110-10-00 Instrumental Music	3,021.96		1,156.50	397.05	2,262.51
2120-10-00 Drama Club	5,450.53				5,450.53
2120-20-00 Musical Account	12,793.11		6,717.72		6,075.39
2120-30-00 Fall Play	12,555.84		107.47		12,448.37
2140-10-00 Choral Music	(444.74)			203.40	(241.34)
2145-50-00 Orchestra	8,807.76	2,947.50	18.98	(600.45)	11,135.83
2223-20-00 Charger Pride-Staff	2,311.81				2,311.81
2230-10-00 Beta Club	2,250.68				2,250.68
2235-10-00 SAFE	2,918.42		400.00		2,518.42
2240-10-00 Black Youth Alliance	157.03	710.00	136.73		730.30
2260-10-00 Industrial Ed Club	353.86				353.86
2263-10-00 Rotary Interact	1,186.16		197.03		989.13
2280-20-00 Environmental Club	1,751.59				1,751.59
2282-10-00 GirlUp	1,362.34				1,362.34
2310-10-00 World Language (French) Club	3,671.97				3,671.97
2340-10-00 Science Olympiad	17.74	47.20	17.74		47.20
2370-10-00 FACS Club	1,157.00				1,157.00
2375-10-00 Literary Arts Magazine	2,255.30	1,114.20			3,369.50
2385-10-00 Poetry Club-Souls Spill Ink	1,488.58		400.00		1,088.58
2390-10-00 National Honor Society	2,327.92				2,327.92
2390-20-00 Illinois Music Honors Society	238.63				238.63
2391-10-00 AVID	186.81	528.55	154.82		560.54
2392-00-00 PSI Alpha	301.32				301.32
2408-10-00 GSA/LGBT Support Group	802.70				802.70
2439-10-00 Peer Mentors	298.30				298.30
2450-10-00 Debate Team	249.32		37.00		212.32
2480-10-00 Yearbook-INACTIVE	(29.92)				(29.92)
2590-40-00 Relay for Life	688.95				688.95
2591-10-00 Fight the Stigma	756.25				756.25
2592-10-00 Minority Leadership	804.52				804.52
2595-10-00 HOSA	326.22				326.22
2618-10-10 Operation Click	1,862.98	346.00			2,208.98
2700-10-20 Work Program/Buttons/Store	950.33				950.33
3100-20-20 Baseball	1,753.93	500.00	870.00		1,383.93
3150-20-10 Softball	340.09				340.09
3200-20-10 Girls Basketball	5,032.70		1,637.96		3,394.74
3200-20-20 Boys Basketball	6,646.76	350.00	187.25		6,809.51
3210-20-10 Girls Bowling	68.10		68.10		0.00
3250-00-00 Dance Team (Poms)	4,965.12				4,965.12
3300-20-10 Girls Soccer	6,416.09		1,295.00		5,121.09
3300-20-20 Boys Soccer	7,529.33				7,529.33
3350-20-10 Cheerleading	21,145.54	800.00	16,833.53		5,112.01
3400-20-10 Girls Tennis	1,404.78				1,404.78
3400-20-20 Boys Tennis	673.54	15.00			688.54
3450-20-10 Girls Swimming	581.91				581.91
3500-20-10 Girls Track	4,237.60				4,237.60

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
3500-20-20 Boys Track	551.10		458.00		93.10
3600-20-10 Girls Golf	1,532.44				1,532.44
3600-20-20 Boys Golf	3,397.25	350.00			3,747.25
3650-20-10 Boys Lacrosse	2,007.62		630.00		1,377.62
3700-20-10 Football	5,255.01				5,255.01
3750-20-10 Flag Football	1,482.20				1,482.20
3800-20-00 Cross Country	494.79				494.79
3850-20-00 Wrestling	3,726.60		1,065.53		2,661.07
3900-20-00 Volleyball	2,410.14				2,410.14
4000-10-00 Sr. Class Gift	5,242.96				5,242.96
4100-30-00 General	3,666.44				3,666.44
4300-20-00 Sunshine Club/Staff Pride	1,293.94		317.50		976.44
4700-30-00 Scholarships	1,185.67	2,500.00			3,685.67
4750-10-00 Testing Prep	1,318.00				1,318.00
6000-00-00 Interest Income	17,270.40	618.07			17,888.47
6000-30-00 Field Trip Reserve	4,700.00		1,040.00		3,660.00
Total Other Accounts	200,280.94	11,839.52	35,311.86	0.00	176,808.60

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,712.96	182.81			4,895.77
Total Cash Accounts	4,712.96	182.81	0.00	0.00	4,895.77
Other Accounts					
2031-10-00 Class of 2031 Field Trips	31.97				31.97
2033-10-00 Class of 2033 Field Trips	79.60	153.00			232.60
2034-10-00 Class of 2034 Field Trips	196.12				196.12
2035-10-00 Class of 2035 Field Trips	0.00	14.00			14.00
2036-00-00 Class of 2036	15.80				15.80
4100-30-00 General Fund	464.81				464.81
4200-10-00 Service Club	1,053.24				1,053.24
6000-00-00 Interest Income	416.42	15.81			432.23
6000-30-00 Field Trip Reserve	2,455.00				2,455.00
Total Other Accounts	4,712.96	182.81	0.00	0.00	4,895.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	142,381.86	1,716.05	3,859.75		140,238.16
Total Cash Accounts	142,381.86	1,716.05	3,859.75	0.00	140,238.16
Other Accounts					
2000-10-00 Cardunal Council (Student)	3,204.39	200.00			3,404.39
2027-20-00 Class of 2027-B	114.66				114.66
2029-10-00 Class of 2029-A	150.00				150.00
2029-20-00 Class of 2029-B	150.00				150.00
2030-10-00 Class of 2030-A	988.23				988.23
2030-20-00 Class of 2030-B	988.22				988.22
2031-10-00 Class of 2031-A	169.58				169.58
2031-20-00 Class of 2031-B	169.58				169.58
20TG-00-00 Universal Team (PBIS)	2,591.15				2,591.15
20TY-00-00 Secondary Team	363.97				363.97
2110-10-00 Band	9,776.65		55.99	3,500.00	13,220.66
2130-10-00 Music Department	5,361.73			(10,500.00)	(5,138.27)
2140-10-00 Chorus/Vocal	6,628.96		1,027.38	3,500.00	9,101.58
2150-30-00 Musical/Ensembles	18,987.20		1,212.00		17,775.20
2155-10-00 Orchestra	14,283.77			3,500.00	17,783.77
2220-10-00 Art Club	5,448.15	30.00			5,478.15
2230-10-00 Beta Club	61.28				61.28
2380-10-00 Targeted Intervention Team	13.53				13.53
2391-10-00 AVID	(776.29)		651.14		(1,427.43)
2425-10-00 Exploratory/Spanish	446.34				446.34
2431-10-00 Life Program (SPED)	63.44				63.44
2432-10-00 Snack (skills) Program	330.68		48.34		282.34
2435-10-00 S.O.A.R.	596.45		110.14		486.31
2436-10-00 SWANS	23.22				23.22
2481-10-00 Yearbook Club	2,523.96				2,523.96
2530-10-00 Chess Club	326.91				326.91
2560-30-00 Book Club	6.15				6.15
2565-00-00 Bracelet Club	370.00				370.00
2566-10-00 Garden Club	321.04				321.04
2570-30-00 IMC	630.17				630.17
2590-10-00 Lions	16.11				16.11
2615-10-00 Midnight Mile	20,403.87				20,403.87
2619-10-00 Cardunal Care	3,301.59				3,301.59
2620-10-00 Scrapbook	102.00				102.00
2625-10-00 Schoolpalooza	776.58				776.58
2630-10-00 Ski Club	1,139.78	125.00	718.76		546.02
2631-10-00 Washington D.C. Trip	3.77				3.77
2635-10-00 Snowflake	1,331.31				1,331.31
2655-10-00 Battle of the Books	5.30				5.30
2665-10-00 Spelling Bee	21.34				21.34
2670-10-00 Robotics	1,428.65		36.00		1,392.65
2675-00-00 STEM	65.35				65.35
3010-00-00 Ultimate Club	352.24				352.24
3207-20-10 Girls Basketball - 7th	90.35	123.57			213.92
3207-20-20 Boys Basketball - 7th	0.62				0.62
3208-20-20 Boy's Basketball - 8th	183.47				183.47
3250-20-10 Poms	0.40				0.40
3253-20-10 Intramural Basketball	82.06				82.06
3254-20-00 Intramural Poms	121.95				121.95

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
3255-20-10 Intramural Wrestling	48.00				48.00
3350-20-10 Cheerleading	31.80				31.80
3400-10-00 Color Guard	212.49				212.49
3500-20-10 Track Team	47.15				47.15
3600-10-00 Flag Football	542.22				542.22
3800-20-00 Cross Country	215.53				215.53
3800-20-10 Marathon Club - 6th Gr.CC Only	16.00				16.00
3840-10-00 Wiffle Ball	315.54				315.54
3850-20-00 Wrestling	73.64	770.44			844.08
3900-20-00 Volleyball	137.55				137.55
4100-30-00 General	1,847.15				1,847.15
4110-10-00 Outdoor Club	3,002.83				3.002.83
4210-00-00 Fall Play	9,261.61				9.261.61
4220-00-00 Street Ensemble	143.19				143.19
4230-00-00 Buddy Club	114.14				114.14
4300-30-00 Faculty (Social) Fund	136.00				136.00
4400-30-00 Fitness Club (PE)	4,162.76				4,162.76
4500-30-00 Flower Fund	536.02				536.02
6000-00-00 Interest Income	14,298.38	467.04			14,765.42
6000-30-00 Field Trip Reserve	3,500.00				3,500.00
Total Other Accounts	142,381.86	1,716.05	3,859.75	0.00	140,238.16

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,717.09	11.75	718.76		3,010.08
Total Cash Accounts	3,717.09	11.75	718.76	0.00	3,010.08
Other Accounts					
2029-00-00 Class of 2029	59.55				59.55
2032-00-00 Class of 2032	64.09				64.09
2035-00-00 Class of 2035	(506.00)				(506.00)
2036-00-00 Class of 2036	1,368.07		718.76		649.31
2100-10-10 Julie Voss Class-Inactive	0.10				0.10
2100-20-10 LEAP Program	15.00				15.00
4100-30-00 Miscellaneous	555.03				555.03
5010-00-00 Library Books (Birthday Club)	232.59				232.59
6000-00-00 Interest Income	363.66	11.75			375.41
6000-30-00 Field Trip Reserve	1,565.00				1,565.00
Total Other Accounts	3,717.09	11.75	718.76	0.00	3,010.08

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	11,243.04	2,422.83	2,362.39		11,303.48
Total Cash Accounts	11,243.04	2,422.83	2,362.39	0.00	11,303.48
Other Accounts					
2032-00-00 Class of 2032	1,536.39	1,493.00	1,988.88		1,040.51
2033-00-00 Class of 2033	1,376.04		373.51		1,002.53
2034-00-00 Class of 2034	709.34				709.34
2035-00-00 Class of 2035	1,278.85				1,278.85
2036-00-00 Class of 2036	(49.48)				(49.48)
2037-00-00 Class of 2037	417.00	888.00		300.00	1,605.00
2140-10-10 Chorus	(75.34)				(75.34)
2215-10-10 Yearbook - Elem	726.00				726.00
2499-20-00 Apparel Store	0.11				0.11
2590-30-00 Girls on the Run	5.00				5.00
4100-30-00 General	63.48				63.48
4300-20-00 Staff Wear	75.00				75.00
5010-10-00 PBIS	1,343.65				1,343.65
6000-00-00 Interest Income	1,837.00	41.83			1,878.83
6000-30-00 Field Trip Reserve	2,000.00			(300.00)	1,700.00
Total Other Accounts	11,243.04	2,422.83	2,362.39	0.00	11,303.48

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	5,677.77	2,834.01	200.00		8,311.78
Total Cash Accounts	5,677.77	2,834.01	200.00	0.00	8,311.78
Other Accounts					
2000-20-00 LIFE Program	2,516.87	72.00			2,588.87
2032-00-00 Class of 2032	(1,084.18)				(1,084.18)
2033-00-00 Class of 2033	(841.95)				(841.95)
2034-00-00 Class of 2034	(946.64)				(946.64)
2035-00-00 Class of 2035	(58.07)				(58.07)
2276-10-00 Field Trips	27.02				27.02
2277-10-00 Field Days	543.68				543.68
2590-40-00 Relay for Life	1,859.00	2,734.62	200.00		4,393.62
4100-30-00 General	514.10				514.10
5000-10-00 Staff Social Account	(38.30)				(38.30)
6000-00-00 Interest Income	686.24	27.39			713.63
6000-30-00 Field Trip Reserve	2,500.00				2,500.00
Total Other Accounts	5,677.77	2,834.01	200.00	0.00	8,311.78

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,923.61	9.52			2.933.13
Total Cash Accounts	2,923.61	9.52	0.00	0.00	2,933.13
Other Accounts					
2151-10-20 Summer Music Camp	268.29				268.29
2590-40-00 Relay for Life	144.00				144.00
4100-30-00 General	67.17				67.17
4210-00-00 Scholastic Book Fair-Fall	3.59				3.59
4220-00-00 Scholastic Book Fair-Spring	427.62				427.62
4270-00-00 PBIS	202.10				202.10
4600-10-00 Change Drawer	231.00				231.00
5000-10-10 Staff Spirit Wear	154.33				154.33
6000-00-00 Interest Income	201.51	9.52			211.03
6000-30-00 Field Trip Reserve	1,224.00				1,224.00
Total Other Accounts	2,923.61	9.52	0.00	0.00	2,933.13

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris Bank Checking	4,814.61	116.82	419.26		4,512.17
Total Cash Accounts	4,814.61	116.82	419.26	0.00	4,512.17
Other Accounts					
2034-00-00 Class of 2034	256.30				256.30
2035-00-00 Class of 2035	481.92		394.26		87.66
2140-20-00 Chorus	47.50				47.50
2270-10-00 Environmental Science	329.61				329.61
4100-30-00 General	18.51	99.00			117.51
5100-00-00 Scholastic Book Fair	436.65				436.65
5110-00-00 Yearbook	292.00				292.00
5200-00-00 Sunshine Staff Account	779.96		25.00		754.96
6000-00-00 Interest Income	748.16	17.82			765.98
6000-30-00 Field Trip Reserve	1,424.00				1,424.00
Total Other Accounts	4,814.61	116.82	419.26	0.00	4,512.17

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	420,114.83	13,006.13	21,120.22		412.000.74
Total Cash Accounts	420,114.83	13,006.13	21,120.22	0.00	412,000.74
Other Accounts					
2000-10-00 Student Council	1,629.82	2,918.00	1,870.56		2,677.26
2014-10-00 Homecoming	46,557.75		2,500.00		44,057.75
2015-10-10 Class of 2015 Statue Maintenan	69.26				69.26
2025-00-00 Class of 2025	7,572.58	320.00			7,892.58
2026-00-00 Class of 2026	6,550.07		76.36		6,473.71
2027-00-00 Class of 2027	7,762.82	689.09			8,451.91
2028-00-00 Class of 2028	2,025.96				2,025.96
2110-10-00 Band	492.56				492.56
2112-00-00 Tri M (Modern Music Masters)	2,168.37				2,168.37
2140-10-00 Chorus	8,123.21				8,123.21
2150-30-00 Musical	11,180.59		190.24		10,990.35
2151-10-00 Music Student Tour Account	3,019.84				3,019.84
2155-10-00 Orchestra	454.38				454.38
2156-10-00 Prom - Junior Class	31,880.45				31,880.45
2220-10-00 Art Club	1,090.24	509.00			1,599.24
2222-10-00 ABC Business Club	1,562.32				1,562.32
2223-00-00 ASL Club	400.85				400.85
2225-10-00 Black Student Alliance	7,400.45				7,400.45
2225-20-00 Hispanic Youth Alliance	605.66				605.66
2230-10-00 Debate Team	1,333.06				1,333.06
2240-10-00 Drama Club	9,334.36	825.00	642.00		9,517.36
2250-10-10 GSA Club	96.25				96.25
2260-10-00 Industrial Arts	1,591.92				1,591.92
2265-10-00 Environmental Club/Med Careers	507.53				507.53
2276-10-00 Field Trips	52.46				52.46
2280-10-00 Fishing Club	522.19				522.19
2310-10-00 AAPI Club	741.72				741.72
2320-10-00 German Club	206.94				206.94
2330-10-00 Foreign Language	180.71				180.71
2330-20-00 French Club	242.00				242.00
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	15,408.05		385.00		15.023.05
2390-20-00 Robotics	100.91				100.91
2391-10-00 AVID	15,951.93				15,951.93
2393-10-00 PBIS	1,487.06				1,487.06
2410-00-00 Math Team	461.00				461.00
2480-10-00 Yearbook	98.16				98.16
2499-30-00 School Store	187.60				187.60
2618-10-10 Operation Click	1,064.80				1,064.80
2620-00-00 Female Empowerment	337.27	363.00			700.27
2644-10-00 Co-Op	3,100.92				3.100.92
2647-10-00 FACS	294.94				294.94
2655-00-00 Literary Magazine	466.73				466.73
2670-10-00 Scholastic Bowl	134.09				134.09
2671-00-00 Science	1,896.57				1,896.57
2671-10-00 Science-Six Flags GreatAmerica	0.01				0.01
2680-10-00 Marketing Class	181.65				181.65
2685-00-00 Target Edu	211.77				211.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2686-00-00 Woodshop	140.00				140.00
2690-00-00 WHIPS TV	58.00				58.00
3100-10-00 Athletic Development	1,321.54				1,321.54
3100-20-20 Baseball	12,148.55				12,148.55
3150-20-10 Softball	5,153.57				5,153.57
3200-20-10 Girls Basketball	5,548.70		1,870.46		3,678.24
3200-20-20 Boys Basketball	4,619.89		700.00		3,919.89
3250-20-10 Poms	8,231.93		62.73		8,169.20
3300-20-10 Girls Soccer	6,993.83				6,993.83
3300-20-20 Boys Soccer	1,372.25				1,372.25
3350-20-10 Cheerleading	12,640.27		805.00	4,000.00	15,835.27
3400-20-10 Girls Tennis	5,488.93				5,488.93
3400-20-20 Boys Tennis	1,053.00				1,053.00
3500-20-10 Girls Track & Field	5,385.17	246.00	884.75	(123.00)	4,623.42
3500-20-20 Boys Track	4,699.02		884.75	123.00	3,937.27
3600-20-10 Boys Golf	5,613.85				5,613.85
3600-20-20 Girls Golf	3,670.56				3,670.56
3610-10-00 Boys Lacrosse	2,135.80				2,135.80
3610-20-00 Girls LaCrosse	2,606.60				2,606.60
3700-20-10 Football	13,993.50				13,993.50
3700-30-10 Powder Puff	3,528.25				3,528.25
3700-40-10 Flag Football	2,278.77				2,278.77
3800-10-00 Whip Squad	193.00				193.00
3800-20-00 Boys and Girls Cross Country	1,016.17				1,016.17
3850-20-00 Wrestling	5,742.40				5,742.40
3900-20-00 Volleyball	492.41				492.41
3900-20-10 Volleyball Club	118.00				118.00
3990-10-00 Gatorade Fundraiser	537.87				537.87
4000-30-00 General	18,584.80	5,748.37	10,248.37	(4,000.00)	10,084.80
4100-00-00 FVC Leadership	981.48				981.48
4150-00-00 Teacher Grants	22.50				22.50
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
4300-40-00 PE-Active	1.00				1.00
4700-10-00 2017 Gene Haas Scholarship	531.79				531.79
4700-10-10 2018 Gene Haas Scholarship	1,558.50				1,558.50
4700-10-20 2019 Gene Haas Scholarship	7,021.00				7,021.00
4700-10-30 2020 Gene Haas Scholarship	12,000.00				12,000.00
4700-10-50 2024 GENE HAAS SCHOLARSHIP	20,000.00				20,000.00
4700-30-00 Scholarship & Blood Drive	2,540.00				2,540.00
4700-40-00 Drama Club Scholarship	625.50				625.50
4800-00-00 Guidance	642.52				642.52
6000-00-00 Interest	36,650.81	1,387.67			38,038.48
6000-30-00 Field Trip Reserve	4,220.00				4,220.00
Total Other Accounts	420,114.83	13,006.13	21,120.22	0.00	412,000.74

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	91,363.28	7,747.99	7,102.33		92,008.94
Total Cash Accounts	91,363.28	7,747.99	7,102.33	0.00	92,008.94
Other Accounts					
1000-10-00 Banking Corrections	(40.22)				(40.22)
2001-10-00 Student Council - MS	672.53				672.53
2029-00-00 8th Grade Class of 2029	6,149.54				6,149.54
2030-00-00 7th Grade Class of 2030	2,248.10				2,248.10
2031-00-00 6th Grade Class of 2031	708.49	5,885.00	1,897.00		4,696.49
2111-00-00 Music Field Trip Account	4,702.17				4,702.17
2114-10-00 Band - MS	670.44				670.44
2120-10-00 Drama Club	14,640.77		1,075.00		13,565.77
2140-10-00 Chorus	4,342.39	1,550.00	3,107.46	400.00	3,184.93
2155-10-00 MS Orchestra	1,720.79				1,720.79
2210-00-00 Cafe 10A	410.78				410.78
2225-10-00 Arts & Craft Club	62.80				62.80
2230-10-00 Beta Club	5,062.24				5,062.24
2391-10-00 AVID	14,188.32		525.00		13,663.32
2400-00-00 PBIS	4,046.96				4,046.96
2560-20-00 Book Fair	702.37				702.37
2631-10-29 Washington DC 8th Grade	996.22		197.00	1,736.00	2,535.22
2631-10-30 Washington DC 7th Grade	5,687.19				5,687.19
2631-10-31 Washington DC 6th Grade	397.40				397.40
2667-00-00 MS Sports	1,007.68		210.87		796.81
2669-00-00 MS Yearbook	200.00				200.00
4100-30-00 General	9,044.16			(1,736.00)	7,308.16
4250-30-00 Student Activity	4,176.42		90.00		4,086.42
6000-00-00 Interest	7,073.74	312.99			7,386.73
6000-30-00 Field Trip Reserve	2,492.00			(400.00)	2,092.00
Total Other Accounts	91,363.28	7,747.99	7,102.33	0.00	92,008.94

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	320,861.23	12,818.48	11,787.65		321,892.06
Total Cash Accounts	320,861.23	12,818.48	11,787.65	0.00	321,892.06
Other Accounts					
1000-10-10 Banking Corrections	(20.00)				(20.00)
2000-10-00 Student Council	46,312.29				46,312.29
2022-00-00 Class of 2022	64.85				64.85
2023-00-00 Class of 2023	8,771.03				8,771.03
2024-00-00 Class of 2024	6,843.48				6,843.48
2025-00-00 Class of 2025	9,383.80	177.00			9,560.80
2026-00-00 Class of 2026	5,434.18				5,434.18
2027-00-00 Class of 2027	995.91	51.00			1,046.91
2028-00-00 Class of 2028	358.11	2.00			360.11
2110-00-10 Prom	13,491.53				13,491.53
2110-10-00 Band	6,120.58	195.00	190.00		6,125.58
2120-10-00 Drama Club	6,526.31			(130.33)	6,395.98
2140-10-00 Choral	12,308.48		6,318.12		5,990.36
2150-30-00 Musical	4,827.26	1,500.00	2,339.50		3,987.76
2151-10-00 Tri-M	659.00				659.00
2151-10-10 Music Industry Club- MIC	822.65				822.65
2152-10-00 24hr Musical	444.46				444.46
2155-10-00 Orchestra	1,504.27				1,504.27
2210-10-00 Activist Club	85.88				85.88
2220-10-00 Art Club	1,920.22				1,920.22
2230-00-00 Black Allegiance Club	567.12	582.90			1,150.02
2240-10-00 Muslim Student Alliance Club	924.00				924.00
2245-10-00 Women's Empowerment Club	572.89				572.89
2253-10-00 Conservation	1,026.10		656.06	125.00	495.04
2258-10-00 Engineering Club	161.85				161.85
2259-10-00 Film Production	203.00				203.00
2263-10-00 Interact Club	4,634.24				4,634.24
2276-10-00 Field Trips	534.59				534.59
2281-10-00 Gold Rush	300.08				300.08
2310-10-00 French Club	200.36				200.36
2320-10-00 German Club	282.64				282.64
2330-10-00 Spanish Club	169.44				169.44
2330-20-00 World Language Department	287.37				287.37
2340-10-10 Key Club	3,365.98	25.00	400.00	130.33	3,121.31
2370-10-00 FCCLA	79.42				79.42
2390-10-00 National Honor Society	3,605.68	5,000.00	385.00		8,220.68
2391-10-00 AVID	8,391.52	910.00		860.00	10,161.52
2393-10-00 PBIS	884.95				884.95
2400-10-00 Peer Mediation/SADD	102.95				102.95
2405-10-00 Debate Team	3,340.59	21.00	20.00		3,341.59
2406-10-00 DJ (Entertainment) Club	680.05				680.05
2408-10-00 GSA (Gay Straight Alliannce)	547.86				547.86
2409-10-00 Hispanic Youth Alliance	226.97	50.00			276.97
2409-20-00 AAPIA-Asian Amer Pac Islander	43.52				43.52
2409-30-00 South Asian Student Alliance	0.00	203.50			203.50
2410-10-00 Knitting Club	20.00				20.00
2415-10-00 Science Club	470.90		24.01		446.89
2425-10-00 Girls Into Stem	100.00				100.00
2430-10-00 Academic Challenge	400.00		350.00		50.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2590-40-00 Relay for Life	122.51				122.51
2618-30-00 Green Eagles	2,655.70				2,655.70
2618-30-10 High School Against Cancer	25.35				25.35
3000-10-00 Special Olympics	4,081.36				4,081.36
3001-00-00 Student Act/Ath Council	55.00				55.00
3100-20-20 Baseball	4,248.74				4,248.74
3150-20-10 Softball	3,387.63				3,387.63
3200-20-10 Girls Basketball	2,386.92		740.96		1,645.96
3200-20-20 Boys Basketball	7,582.18				7,582.18
3210-20-10 Bowling	103.04	261.00			364.04
3250-20-10 Dance Team	9,879.30	583.65			10,462.95
3275-00-00 Math Team	798.27				798.27
3300-20-10 Girls Soccer	6,911.72				6,911.72
3300-20-20 Boys Soccer	15,364.98				15,364.98
3350-20-10 Cheerleaders	5,929.73	731.03	75.00		6,585.76
3400-20-10 Girls Tennis	0.81				0.81
3400-20-20 Boys Tennis	1.42				1.42
3450-20-10 Girls Swimming	50.00				50.00
3450-20-20 Boys Swimming	1,159.16	108.82	289.00		978.98
3500-20-10 Girls Track & Field	6,970.88				6,970.88
3500-20-20 Boys Track	7,791.83				7,791.83
3600-20-10 Girls Golf	1,495.18				1,495.18
3600-20-20 Boys Golf	1,296.78				1,296.78
3650-20-10 Boys Lacrosse	8,853.99				8,853.99
3700-20-10 Football	7,924.57	888.36			8,812.93
3750-20-10 Flag Football	4,737.26				4,737.26
3800-20-00 Cross Country	4,507.09				4,507.09
3850-20-00 Wrestling	10,050.54				10,050.54
3900-20-00 Volleyball	13,728.95				13,728.95
4100-30-00 General	251.18				251.18
4110-10-00 Eagle Minds Matter	1,081.00				1,081.00
4200-10-00 Eagle's Wings Food Pantry	7,264.94				7,264.94
4300-30-10 Eagle Pride Advisory Committee	1,495.32	460.00			1,955.32
6000-00-00 Interest	15,189.54	1,068.22			16,257.76
6000-30-00 Field Trip Reserve	4,500.00			(985.00)	3,515.00
Total Other Accounts	320,861.23	12,818.48	11,787.65	0.00	321,892.06

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	5,441.53	2,522.80			7,964.33
Total Cash Accounts	5,441.53	2,522.80	0.00	0.00	7,964.33
Other Accounts					
2034-00-00 Class of 2034	248.77				248.77
2631-10-00 Field Trip Grant Funds	94.47				94.47
3020-10-00 Leopards Chorus Club	1,897.67				1,897.67
3030-20-00 ILMEA	80.00				80.00
4100-30-00 Principal Discretionary Fund	1,509.14				1,509.14
5010-00-10 Jump Rope for Heart	50.00				50.00
5020-00-00 Ned Show / Yo-yo	1,184.00				1,184.00
5100-00-00 Leopards Holiday Giving	71.36				71.36
5900-00-00 General	1,017.36				1,017.36
6000-00-00 Interest Income	1,181.46	22.80			1,204.26
6000-30-00 Field Trip Reserve	(1,892.70)	2,500.00			607.30
Total Other Accounts	5,441.53	2,522.80	0.00	0.00	7,964.33

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	27,750.06	87.77	7,938.58		19,899.25
Total Cash Accounts	27,750.06	87.77	7,938.58	0.00	19,899.25
Other Accounts					
2001-10-10 PBIS (Student Council)	3,508.81		150.00		3,358.81
2031-00-00 Class of 2031	801.03				801.03
2032-00-00 Class of 2032	1,263.98		174.30		1,089.68
2033-00-00 Class of 2033	1,097.76				1,097.76
2034-00-00 Class of 2034	838.40				838.40
2035-00-00 Class of 2035	561.32				561.32
2036-00-00 Class of 2036	766.00				766.00
2037-00-00 Class of 2037	961.50		77.17		884.33
2110-10-00 Band	16.70				16.70
2120-00-00 Book Fair	5,342.07		2,920.31		2,421.76
2151-10-00 Music Club	2,996.95				2,996.95
2230-10-00 Beta Club	42.46				42.46
2540-20-00 Cultural Committee	305.60				305.60
2618-30-00 Families in Need	104.41				104.41
2657-00-00 Family Night-Math Night	1,376.34				1,376.34
2657-10-00 Family Night-Reading Night	2,025.92				2,025.92
4100-30-00 Miscellaneous/General	518.43		300.00		218.43
4300-30-00 Sunshine Fund	0.66				0.66
6000-00-00 Interest Income	2,753.64	87.77	1,848.80		992.61
6000-30-00 Field Trip Reserve	2,468.08		2,468.00		0.08
Total Other Accounts	27,750.06	87.77	7,938.58	0.00	19,899.25

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	7,035.05	1,209.36	1,806.00		6,438.41
Total Cash Accounts	7,035.05	1,209.36	1,806.00	0.00	6,438.41
Other Accounts					
2030-00-00 Class of 2030	282.29				282.29
2032-00-00 Class of 2032	91.00				91.00
2033-00-00 Class of 2033	(256.00)				(256.00)
2034-00-00 Class of 2034	426.00				426.00
2035-00-00 Class of 2035	179.00	1,184.00	1,806.00		(443.00)
2100-10-00 Dual Language Activities	40.00				40.00
2276-10-00 Field Trips	100.97				100.97
2410-00-00 Bookfair	11.18				11.18
2482-10-00 Yearbook	279.98				279.98
2590-40-00 Relay for Life	65.50				65.50
4100-30-00 General	1,202.36				1,202.36
4200-00-00 Liberty Chorus	1,855.70				1,855.70
4300-20-00 Kids Heart Challenge	500.00				500.00
4400-00-00 Reach for the Stars	732.48				732.48
5000-10-00 Student Assistance Account	725.98				725.98
6000-00-00 Interest Income	798.61	25.36			823.97
Total Other Accounts	7,035.05	1,209.36	1,806.00	0.00	6,438.41

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	14,581.31	1,214.54	1,236.00		14,559.85
Total Cash Accounts	14,581.31	1,214.54	1,236.00	0.00	14,559.85
Other Accounts					
2032-00-00 Class of 2032	1,317.87			400.00	1,717.87
2033-00-00 Class of 2033	2,171.00	1,166.00	1,121.00	550.00	2,766.00
2034-00-00 Class of 2034	112.88				112.88
2035-00-00 Class of 2035	25.36				25.36
2036-00-00 Class of 2036	412.51			16.00	428.51
2210-00-00 Animal Shelter Fundraiser	0.50				0.50
2510-00-00 Scholastic Book Fair/Follett	90.02				90.02
3100-00-00 Yearbook	3,432.37				3,432.37
4100-00-00 Artworks Program	1,262.50				1,262.50
4100-30-00 General	258.78				258.78
4300-10-00 Staff Spiritwear	1,314.71				1,314.71
4300-20-00 Sunshine	1,132.95		115.00		1,017.95
6000-00-00 Interest Income	1,175.78	48.54			1,224.32
6000-30-00 Field Trip Reserve	1,874.08			(966.00)	908.08
Total Other Accounts	14,581.31	1,214.54	1,236.00	0.00	14,559.85

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,696.22	45.40	154.23		1,587.39
Total Cash Accounts	1,696.22	45.40	154.23	0.00	1,587.39
Other Accounts					
2590-30-00 Girls on the Run	69.01				69.01
4100-30-00 General	97.18				97.18
4250-30-00 Staff Spirit Wear	6.48				6.48
4300-30-00 Social Fund	393.25	40.00	154.23		279.02
4400-10-00 Scholastic Book Fair	(398.80)				(398.80)
6000-00-00 Interest Income	793.10	5.40			798.50
6000-30-00 Field Trip Reserve	736.00				736.00
Total Other Accounts	1,696.22	45.40	154.23	0.00	1,587.39

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,020.92	14.00			4,034.92
Total Cash Accounts	4,020.92	14.00	0.00	0.00	4,034.92
Other Accounts					
2032-00-00 Class of 2032	192.00				192.00
2033-00-00 Class of 2033	106.16				106.16
2034-00-00 Class of 2034	165.36				165.36
2035-00-00 Class of 2035	14.19				14.19
4100-30-00 General	1,025.31				1,025.31
6000-00-00 Interest Income	396.40	14.00			410.40
6000-30-00 Field Trip Reserve	2,121.50				2,121.50
Total Other Accounts	4,020.92	14.00	0.00	0.00	4,034.92

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	6,339.29	190.75	154.86		6,375.18
Total Cash Accounts	6,339.29	190.75	154.86	0.00	6,375.18
Other Accounts					
2030-00-00 Class of 2030	117.00				117.00
2035-00-00 Class of 2035	16.00				16.00
2590-40-00 Relay for Life	1,248.02				1,248.02
4100-00-00 PBIS	1,034.98		154.86		880.12
4150-00-00 Math Night	108.00				108.00
4300-00-00 General Fund	970.26	170.00			1,140.26
5010-00-00 School Fundraisers	1,519.10				1,519.10
5030-10-00 School Store-Inactive	269.06				269.06
5500-00-00 Staff Social Account-Inactive	1.36				1.36
6000-00-00 Interest Income	892.51	20.75			913.26
6000-30-00 Field Trip Reserve	163.00				163.00
Total Other Accounts	6,339.29	190.75	154.86	0.00	6,375.18

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	9,487.85	417.37	100.00		9,805.22
Total Cash Accounts	9,487.85	417.37	100.00	0.00	9,805.22
Other Accounts					
2014-10-00 Kindergarten Grade Level Funds	614.07				614.07
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	224.36				224.36
2014-10-04 4th Grade Level Funds	764.03				764.03
2014-10-05 5th Grade Level Funds	536.76				536.76
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	111.00				111.00
2032-00-00 Class of 2032	88.00				88.00
2035-00-00 Class of 2035	(341.25)				(341.25)
3200-00-00 Media Center	95.15				95.15
3300-10-00 Student Council	502.35	386.00	100.00		788.35
3300-20-00 Perry Fundraising	2,375.80				2,375.80
3350-00-00 Kane County Cougars Grant	391.87				391.87
4100-30-00 General	381.71				381.71
4200-00-00 Perry Teacher Social Account	226.32				226.32
6000-00-00 Interest Income	1,147.90	31.37			1,179.27
6000-30-00 Field Trip Reserve	2,157.00				2,157.00
Total Other Accounts	9,487.85	417.37	100.00	0.00	9,805.22

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,726.28	12.22			3,738.50
Total Cash Accounts	3,726.28	12.22	0.00	0.00	3,738.50
Other Accounts					
2031-00-00 Class of 2031	133.81				133.81
2033-00-00 Class of 2033	369.51				369.51
2034-00-00 Class of 2034	299.91				299.91
2035-00-00 Class of 2035	39.81				39.81
2560-30-00 Library - Birthday Books	0.08				0.08
4100-30-00 Principal Discretionary	15.97				15.97
6000-00-00 Interest Income	462.19	12.22			474.41
6000-10-00 Bank Corrections	5.00				5.00
6000-30-00 Field Trip Reserve	2,400.00				2,400.00
Total Other Accounts	3,726.28	12.22	0.00	0.00	3,738.50

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	53,643.01	5,967.91	4,529.13		55,081.79
Total Cash Accounts	53,643.01	5,967.91	4,529.13	0.00	55,081.79
Other Accounts					
2000-10-00 Student Council	5,631.64	3,229.00	2,023.12		6,837.52
2028-00-00 Class of 2028-A	21.23				21.23
2029-00-00 Class of 2029-A	407.87				407.87
2029-10-00 Class of 2029-B	407.88				407.88
2030-00-00 Class of 2030-A	498.39		120.00	(173.36)	205.03
2030-10-00 Class of 2030-B	151.67		120.00	173.36	205.03
2031-10-00 Class of 2031-A	563.33				563.33
2031-20-00 Class of 2031-B	563.32				563.32
2032-00-00 Class of 2032	452.45				452.45
2033-00-00 Class of 2033	133.80	700.00	700.00	650.00	783.80
2034-00-00 Class of 2034	359.98				359.98
2035-00-00 Class of 2035	183.00				183.00
2112-00-00 Band - Middle School	1,169.01	299.00	620.00		848.01
2115-00-00 Music - Elementary	1,770.07				1,770.07
2150-30-00 Musicals	3,252.96				3,252.96
2151-10-00 Music Dept.	336.44	78.00		17.00	431.44
2220-10-00 Art Club	475.59				475.59
2230-10-00 Beta Club	4,194.50	330.00	946.01		3,578.49
2276-10-00 Field Trips	81.77	200.00		(281.77)	0.00
2340-10-00 Spelling Bee	46.03				46.03
2391-10-00 AVID	4,125.83	10.00			4,135.83
2392-10-00 HANDS Club	0.06				0.06
2392-20-00 Pawsitivity Pack	396.21				396.21
2393-10-00 PBIS Middle School	219.83				219.83
2393-20-00 PBIS Elementary	0.34				0.34
2395-10-00 Family Engagement Nights	0.00	173.00			173.00
2481-10-00 Yearbook - MS	6,800.42				6,800.42
2482-10-00 Yearbook - ELE	1,047.28				1,047.28
2560-30-00 Birthday Book Club	3.74				3.74
2560-40-00 Library-Book Fair	6,577.09				6,577.09
2590-10-00 Boys Basketball Lions Club	0.66				0.66
2590-20-00 Girls Basketball Lions Club	36.92				36.92
2640-30-00 Science Fair	164.46				164.46
2660-00-00 Math Club	24.86				24.86
2668-00-00 Track	10.68				10.68
3250-20-10 Poms	465.42				465.42
3350-20-10 Cheerleading	960.44				960.44
3830-00-00 Basketball - Girls	27.68	546.00			573.68
3840-00-00 Basketball - Boys	0.04				0.04
3850-20-00 Wrestling	142.55				142.55
3860-20-00 Cross Country	78.20				78.20
3900-20-00 Volleyball	0.50				0.50
4100-30-00 General	628.66				628.66
4105-30-00 Student Assistance Account	1,161.60			264.77	1,426.37
4400-30-00 PE - MS	74.52				74.52
4401-30-00 PE - Elementary	243.09				243.09
4480-30-00 Barb Dubow Wal-Mart	5.82				5.82
5500-10-00 Bank Correction	150.00				150.00
6000-00-00 Interest Income	6,438.18	402.91			6,841.09

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 2/1/2025 through 2/28/2025

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
6000-30-00 Field Trip Reserve	3,157.00			(650.00)	2,507.00
Total Other Accounts	53,643.01	5,967.91	4,529.13	0.00	55,081.79

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 8, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Jeffrey Ehardt,
Director of Finance

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Donation Report - April 2025**

Background
Per Board Policy 8:80/8:90, the Donation Report is attached for your review and approval.

Donations Received April 2025

- Community Member - Monetary - Donation to Dundee-Crown High School.
- First Congregational Church - Monetary - Donation to the Community Closet.

Recommendation
The administration recommends approving the donations as presented.

Fiscal Impact
None

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

April 22, 2025
Page 1

ADMINISTRATORS

1. Recommend the following be employed by Community Unit School District 300 for the **2025 - 2026** school year and be compensated according to the expected Board of Education approved Certified Administrators' and Supervisory Staff Compensation & Benefits Handbook for the 2025-2026 school year:

Name	Position	Location	Annual Salary	Effective
Goetz, Matthew	Assistant Principal	Perry Elementary School	J Step 1	July 1, 2025
Sanchez, Jonathan	Dean of Students	Jacobs High School	L Step 2	July 1, 2025

RESIGNATION - ADMINISTRATORS

1. Recommend approval of the following letter of resignation:

Name	Position	Location	Effective
Stachowiak, Kathryn	Assistant Principal	deLacey Family Education Center	June 30, 2025

RETIREMENT – ADMINISTRATORS

None

CERTIFIED PERSONNEL

None

OTHER EMPLOYMENT – CERTIFIED PERSONNEL

None

RESIGNATION – CERTIFIED PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Buil Laguarta, Maria	2nd Grade Dual Language	Liberty Elementary School	End of the 2024-2025 school year
Casado Ortego, Nuria	Dual Language	Carpentersville Middle School	End of the 2024-2025 school year

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

Name	Position	Location	Effective
Keller, Christopher	Science	Jacobs High School	End of the 2024-2025 school year

OTHER RESIGNATION – CERTIFIED PERSONNEL

None

RETIREMENT – CERTIFIED PERSONNEL

None

SUPERVISOR/MANAGER – EDUCATIONAL SUPPORT PERSONNEL

None

RESIGNATION – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

RETIREMENT – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

EDUCATIONAL SUPPORT PERSONNEL

1. Recommend employment of the following educational support personnel:

Name	Position	Location	Hourly Rate	Type
Ballesteros, Jasmine	Safety Staff	Dundee Middle School	$18.40	Replacement
Mack, David	Night Custodian	Lake In The Hills Elementary School	$18.40	Replacement
Munoz, Silvia	Registrar Secretary	Hampshire Elementary School	$19.51	Replacement
Williams, Cole	Night Custodian	Hampshire High School	$18.40	Replacement

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

RESIGNATION – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following letter of resignation:

Name	Position	Location	Effective
Dorantes, Laura	Family School Liaison	Meadowdale Elementary School	April 25, 2025

DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL

None

RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following request to retire:

Name	Position	Location	Effective
McCall, Mary	Nurse (Non-Certified)	Algonquin Middle School	May 27, 2025

2. Recommend approval to rescind the following request to retire:

Name	Position	Location	Effective
McCall, Mary	Nurse (Non-Certified)	Algonquin Middle School	May 23, 2025

COACHING/VOLUNTEER – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following support personnel:

Name	Position	Location
Baeder, Jeffery	Assistant Coach - Lacrosse	Hampshire High School
Baeza, Jose	Volunteer Coach - Wrestling	Carpentersville Middle School
Denz, Daniel	Volunteer - Varsity Baseball	Dundee-Crown High School
Hayes, Logan	Assistant Coach - Boys Track	Dundee-Crown High School
Lawler, Carter	Volunteer - Varsity Baseball	Hampshire High School
Rizzo, Jenna	Head Coach - Winter Cheerleading	Jacobs High School
Seago, Brad	Volunteer - Girls Track	Hampshire High School

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

DISTRICT POSITION TRANSFERS

1. Recommend position transfers of the following personnel:

Current Class	Name	Current Position	Current Location	New Class	New Position	CBA/ Handbook	Lane-Step	New Location	Effective Date
DESPA	Hernandez, Carlos	Safety Staff	DCHS	Same	Secretary (10 Month)	DESPA	B, 2	Same	April 7, 2025
ADMIN	Herrera, Nicholas	Associate Principal of Operations	CMS	Same	Principal	ADMIN	D, 1	Same	July 1, 2025
ADMIN	Langton, Matthew	Principal	CMS	Same	Director of Employee & Labor Relations	ADMIN	D, 4	CO	July 1, 2025
ADMIN	Lycos, Timothy	Dean of Student	CMS	Same	Associate Principal of Operations	ADMIN	G, 1	Same	July 1, 2025
NUG	Roberts, Sarah	Help Desk Support Specialist I	CO	Same	Help Desk Support Specialist II	NUG	14, 1	Same	March 31, 2025
ADMIN	Salifoski, Danielle	Dean of Student	CMS	Same	Assistant Principal	ADMIN	I, 1	Same	July 1, 2025

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

Freedom of Information
Board Report
April 8, 2025

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
21-2025	2/13/2025	Abbas Khan **Inovo AI Solutions LLC**	**Commercial Purpose** - Requesting all purchasing records from 07/01/2020 to date for all schools under your jurisdiction. Specifically, (1) Vendor Number or Vendor ID, (2) Vendor Name, (3) Identifier for each purchase, such as purchase order number (PO#) or, alternatively, an invoice or check number, (4) Purchase Date, (5) Line item details or description of each purchase, (6) Line item quantity, and (7) Line item price.	Completed 3/24/2025	7.5
31-2025	3/14/2025	Mike Powers **Smart265**	Requesting information broken down by school. I am requesting information regarding construction and/or maintenance work planned for this year for any building owned or leased by your district that falls under the following scopes: If any contracts have already been awarded, please include the names and contact information of the contractor(s) and/or subcontractor(s). (1) HVAC (Heating, Air Conditioning, Ventilation), Exhaust Systems, (2) Roof Work, including architectural metals used for weatherproofing and/or ornamental purposes, (3) Gutters and/or Downspouts, (4) New Installation and/or Replacement of Lockers, (5) New Installation and/or Replacement of Toilet Partitions, (6) Kitchen Renovations, and (7)Current HVAC Maintenance Contracts.	Completed 3/26/2025	26.5
32-2025	32-2025	Anonymous	Requesting details about the hourly wages for paraprofessionals employed by the Stepping Stones Group at Hampshire High School. I would like to receive the following information: A list of names and the per-hour salary rates for all SSG paraprofessionals employed at Hampshire High School, including any variations based on experience or position. Also, how many years of experience each SSG paraprofessional has in their current position and what requirements are necessary to become a paraprofessional with the Stepping Stones Group. Also, what is the total payment District 300 pays the Stepping Stone Group for each Paraprofessional hired at Hampshire High School.	Completed 3/19/2025	1.5
33-2025	33-2025	Eric Johnson **Community Member**	Requesting copies of public records related to legal matters, compliance issues, and training efforts regarding Section 504 Plans and Individualized Education Programs (IEPs) within Community Unit School District 300. The timeframe for this request is from January 1, 2022, to the present. Specifically, I request the following records: (1)Legal Bills & Descriptions: Copies of all legal invoices, billing statements, and descriptions of services provided to D300 that relate to 504 Plans or IEPs, including but not limited to: Legal consultations, Lawsuits or legal disputes, Compliance-related expenses, and External legal reviews or investigations. (2) Legal Settlements, Cases & Agreements: Copies of any legal settlements, agreements, mediation records, or court rulings related to 504 Plans or IEP Plans, (3) Payments Related to 504 or IEP Compliance: Copies of any payments, reimbursements, or expenditures made by D300 related to compliance with 504 or IEP plans, including payments for: Compensatory services, Private placements, Out-of-district services, and Legal fees related to disputes over accommodations. (4) Complaints from Parents or Guardians: Copies of all written complaints (emails, letters, text messages, or formal filings) received by D300 from parents or guardians regarding noncompliance with 504 Plans or IEPs, Copies of district responses to such complaints, including any actions taken. (5) Communications and Internal Guidance on 504 & IEP Compliance: Copies of all emails, text messages, letters, memos, or reports sent to or from D300 administrators, teachers, or staff that reference, Compliance with 504 Plans or IEP Plans, Instructions on how to handle accommodation requests, and Staff discussions regarding challenges or refusals to implement accommodations. (6) Trainings & Memos on 504 & IEP Compliance: Copies of all training materials, memos, or presentations provided to teachers, administrators, or staff regarding, How to properly implement 504 Plans or IEPs, District policies for ensuring compliance, and Legal obligations under the Rehabilitation Act (Section 504) and IDEA.	Pending	
35-2025	3/17/2025	Heather Gregar **Community Member**	Requesting Itemized financial spending plan for special education for 2024	Completed 3/24/2025	1.5
36-2025	3/18/2025	Casey Ryan **Parents Defending Education**	Requesting any district policies or any documents that serve as guidance for the district regarding transgender issues. I am also requesting any gender support plan templates used by the district for students.	Completed 3/20/2025	1.5
37-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting all emails between October 27, 2024 through March 18, 2025. Any email mentioning: XXXX in the body or subject line of the email.	Completed 3/25/2025	3
38-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting all emails between October 27th through March 3/18/2025 from and to Douglas W Tamms with any of these words in the subject line or body of email: XXXX	Completed 3/25/2025	2
39-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting any emails to or from Eberto Mora between October 27, 2024 through March 18, 2025 with these words in either the subject line or body of email: XXXX	Completed 3/25/2025	2
40-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting any emails to or from Colleen O'Keefe between October 27, 2024 through March 18, 2025 with these words in either the subject line or body of email: XXXX	Completed 3/25/2025	2
41-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting any complaints made against Douglas Tamms from October 2023 to March 2025.	Completed 3/25/2025	1.5
42-2025	3/18/2025	Anna Z Harla **Community Member**	Requesting any email from (DCFS) Department Children Family Services with the teachers name Douglas W. Tamms between Oct 2024 through March 18, 2025.	Completed 3/25/2025	1.5
43-2025	3/21/2025	Kalah Love **Postal Source**	**Commercial Purpose** - Requesting all Lease / Purchase/ Meter Rental/ Maintenance Agreements for Mailing Equipment such as: postage meters, shipping and tracking software, folder/inserters, folding system, address printers, tabbers, addressing software, outsourcing invoices, etc.	Pending	
44-2025	3/23/2025	Jennifer Chrostowski **Community Member**	Requesting any copies of police reports of death threats towards board members from March 1st 2020 to March 23, 2025.	Pending	
45-2025	3/26/2025	Alexandra Ellison **Deltek**	**Commercial Purpose** - Requesting RFP records for STUDENT TRANSPORTATION SERVICES FOR General Education and Special Education.	Pending	
46-2025	3/26/2025	Steve Eyster **Community Member**	Requesting all school bus purchase documents and information from 1990 thru 2010.	Pending	

Freedom of Information
Board Report
April 22, 2025

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
33-2025	33-2025	Eric Johnson **Community Member**	Requesting copies of public records related to legal matters, compliance issues, and training efforts regarding Section 504 Plans and Individualized Education Programs (IEPs) within Community Unit School District 300. The timeframe for this request is from January 1, 2022, to the present. Specifically, I request the following records: (1)Legal Bills & Descriptions: Copies of all legal invoices, billing statements, and descriptions of services provided to D300 that relate to 504 Plans or IEPs, including but not limited to: Legal consultations, Lawsuits or legal disputes, Compliance-related expenses, and External legal reviews or investigations. (2) Legal Settlements, Cases & Agreements: Copies of any legal settlements, agreements, mediation records, or court rulings related to 504 Plans or IEP Plans, (3) Payments Related to 504 or IEP Compliance: Copies of any payments, reimbursements, or expenditures made by D300 related to compliance with 504 or IEP plans, including payments for: Compensatory services, Private placements, Out-of-district services, and Legal fees related to disputes over accommodations. (4) Complaints from Parents or Guardians: Copies of all written complaints (emails, letters, text messages, or formal filings) received by D300 from parents or guardians regarding noncompliance with 504 Plans or IEPs, Copies of district responses to such complaints, including any actions taken. (5) Communications and Internal Guidance on 504 & IEP Compliance: Copies of all emails, text messages, letters, memos, or reports sent to or from D300 administrators, teachers, or staff that reference, Compliance with 504 Plans or IEP Plans, Instructions on how to handle accommodation requests, and Staff discussions regarding challenges or refusals to implement accommodations. (6) Trainings & Memos on 504 & IEP Compliance: Copies of all training materials, memos, or presentations provided to teachers, administrators, or staff regarding, How to properly implement 504 Plans or IEPs, District policies for ensuring compliance, and Legal obligations under the Rehabilitation Act (Section 504) and IDEA.	Completed 4/8/2025	30.5
43-2025	3/21/2025	Kalah Love **Postal Source**	**Commercial Purpose** - Requesting all Lease / Purchase/ Meter Rental/ Maintenance Agreements for Mailing Equipment such as: postage meters, shipping and tracking software, folder/inserters, folding system, address printers, tabbers, addressing software, outsourcing invoices, etc.	Completed 4/8/2025	3.5
44-2025	3/23/2025	Jennifer Chrostowski **Community Member**	Requesting any copies of police reports of death threats towards board members from March 1st 2020 to March 23, 2025.	Completed 4/8/2025	2
45-2025	3/26/2025	Alexandra Ellison **Deltek**	**Commercial Purpose** - Requesting RFP records for STUDENT TRANSPORTATION SERVICES FOR General Education and Special Education.	Completed 4/14/2025	3
46-2025	3/26/2025	Steve Eyster **Community Member**	Requesting all school bus purchase documents and information from 1990 thru 2010.	Completed 4/19/2025	5
47-2025	4/7/2025	David Arvayo **Painters District Council No. 30**	Requesting a copy of purchase invoices for any recent paint purchases made by the school district to maintain or improve school district buildings or facilities (i.e., painting classrooms, cafeteria, gym, hallways, walls, structural steel, door frames, ceilings, concrete floors, swimming pools, etc.). I do not request information regarding paint purchases made to maintain non-building related property or projects (i.e., painting or maintaining cars, school buses, stripping athletic fields, art class projects, etc.). In addition, I request a list of painting, drywall finishing (taping drywall), or glazing projects (glass window, glass door, or related hardware installation) scheduled to start within the next twelve months. This request is specific to facility improvement, maintenance, or construction projects that include painting, drywall finishing, glazing projects or contracts planned as referenced above: (1) Submitted invoices for qualifying projects or contracts conforming to the criteria of this FOIA request. (2) A list of school district staff, if any, who worked on related projects conforming to the criteria of this FOIA request. (A) Direct employees, (B) Contract employees operating under a custodial agreement, (C) Interns or employees hired through a labor agency, (3) Bid tabulation sheets used to compare qualifying bids conforming to this FOIA request, (4) Approval meeting minutes for qualifying contracts conforming to the criteria of this request. (5) Performance agreement for qualifying contracts conforming to the criteria of this FOIA request.	Pending	
48-2025	4/2/2025	Jennifer Schmitt **Community Member**	Requesting an electronic list (Excel is preferred) of all district employees that hold the titles, or job descriptions, of Custodian or Nurse. The list must contain the following; (1)Name, (2) Current Title/Job Description, (3) Certification(s) held, if applicable, (4) Hourly Wage, (5) Date of Hire, (6) Years of Service with District, (7) Name of bargaining unit employee is covered under, if applicable. In addition, we would like the new hire starting wages for Custodians and Nurses for FY 24-25 and anticipated starting wages for FY 25-26.	4/8/2025	3
49-2025	4/8/2025	Andrea Collier **Community Member**	Requesting access to video footage recorded by security cameras at ECU Elementary School on April 8, 2025, from 12:30 PM to 2:00 PM. Specifically, I am requesting footage of the following areas: The front office entrance. The conference room. The front office area (additional clarification). I understand that privacy concerns may require faces to be blurred, but I request that any audio captured during this period be included in the footage.	Pending	
50-2025	4/8/2025	Andrea Collier **Community Member**	Requesting any and all emails Pertaining to Andrea Collier and/or Ellie Andrew, first grade student at Eastview Elementary school. Sent a received to Dr. Meggan Buchanan. Any sent received to the superintendent as well.	Pending	
51-2025	4/10/2025	Michael A. Ayele **Human Rights Activist**	Requesting for prompt disclosure are records in your possession detailing your conversations about [1] the decision of the Illinois General Assembly to recognize that (I) "pursuant to the fundamental philosophy of the American constitutional form of government, it is declared to be the public policy of the State of Illinois that all persons are entitled to full and complete information regarding the affairs of government and the official acts and policies of those who represent them as public officials and public employees;" (ii) "access is necessary to enable the people to fulfill their duties of discussing public issues fully and freely, making informed political judgments and monitoring government to ensure that it is being conducted in the public interest;" (iii) "it is the public policy of the State of Illinois that access by all persons to public records promotes the transparency and accountability of public bodies at all levels of government.	Completed 4/14/2025	2
52-2025	4/11/2025	Anonymous	Requesting the following information please: current titles, job descriptions and most recent salaries (including all benefits) of: Kellie Mainolfi, Eberto Mora, and Matthew Langton	Pending	
53-2025	4/15/2025	Brendan Hasty **Labor Management Cooperation Committee**	Requesting the bid packages of the three lowest bidders for the 'Concrete Work - Various Sites District Wide' project. The bid opening for this project was April 15, 2025	Pending	

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Jonathan Mickle,
Director of Facilities

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Door Hardware Bid**

Background

As a district, maintaining consistent door hardware across all buildings ensures uniformity in safety measures for students and staff. Standardized hardware makes it easier for staff to respond quickly in emergencies, as everyone will be familiar with the system. It also enhances security by ensuring all doors can be easily locked or unlocked. Consistent door hardware streamlines maintenance and repairs, reducing downtime and improving the overall functionality of safety systems. Ultimately, this consistency contributes to a safer and more efficient environment for the entire school community. A bid for the hardware was released in early April. The hardware bid was opened on April 15th with Anderson Lock out of Des Plaines, IL.

Administrative Recommendation

The administration is recommending awarding the Door Hardware bid to Anderson Lock out of Des Plaines, IL, for $223,686.75

Fiscal Impact

The total cost of $223,686.75 will be funded from the Capital Improvement Fund 60.

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASE OF DOOR REPLACEMENT HARDWARE - DISTRICT WIDE
Tuesday, April 15, 2025 at 3:30PM CT

COMPANY	Bid Response Form A	References	Certifications	W-9	Vendor App.	Addendum 1	Comments
Anderson Lock	X	X	X	X	X	X	
CR Renovators, Inc.	X	X	X	X	X	X	
International Technology & Security LTD							

Recommendation:

Anderson Lock in Des Plaines, IL: Award base bid for the Replacement of Door Hardware in the amount of $223,686.75 and alternate install rate of $240.00/hr plus the cost of the Performance Bond in the amount of

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Thomas Parisi,
Director of PE/Health/Driver's Ed/Athletics

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Athletic Training Contract (Extension)**

Background

On June 14, 2022, the Board of Education originally approved a contract with ATI Physical Therapy/Sports Medicine for athletic training services. The contract included the possibility of two one-year extensions. Based on the proposal submitted by ATI, District 300 would like to exercise a two-year term contract extension. The extension will run from July 1, 2025, through June 30, 2027.

The contract amount for the two-year term would be $530,000.00, which includes an additional 150 hours per year at a total of $18,000.00. These hours would be used for heavy schedule coverage throughout the year. These hours will be monitored and reconciled with the service provider.

Service will continue to provide four athletic trainers.

Base pricing:

School Year	Price Per AT	4 ATs	
		D300 Total Cost	ATI Cost to Provide
Base Bid for 2025-2026	$63,000	$ 252,000.00	
Base Bid for 2026-2027	$65,000	$ 260,000.00	
Total Base		$ 512,000.00	
Note 2 - Pre-Approval of 150 hours for extra coverage @$60/hr. Total of $18,000.00		$ 18,000.00	
Total Base Contract Amount		$ 530,000.00	
Summer Hours	100 hrs. per school at no additional cost. $60/hr. for additional requests. Addressed in Scope of work doc.		
Hourly Rate for extra work not covered in the contract		$60/hr	

Administrative Recommendation

ATI Physical Therapy/Sports Medicine, Bolingbrook, IL, has a contract for athletic training services worth $530,000.00, with a term from July 1, 2025, to June 30, 2027.

Fiscal Impact

The total base contract amount is $530,000.00, with a price increase of 10% over the FY25 rate. This increase is due to the diminished labor market and increased professional licensing costs. This expense is paid from the Education Fund (Fund 10).

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 1, 2025

Mr. Keith Jackson
ATI Physical Therapy/Sports Medicine

Via Email: keith.jackson@atipt.com

RFP– Athletic Training Services Contract Extension Offer Letter – Two Year Term

Dear Mr. Jackson:

On June 14, 2022, The Board of Education originally approved a contract with ATI Physical Therapy/Sports Medicine for Athletic Training Services. The contract included the possibility of two one-year extensions. District 300 would like to exercise a two-year term contract extension based on your proposal submitted by your firm. The extension will run from July 1, 2025 through June 30,2027.

If your firm agrees to the pricing as shown in the following pages of this document, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 8, 2025 and award by the Board on Tuesday, April 22, 2025

The favor of a response is requested by Wednesday, April 3, 2025 by 10:00AM

Sincerely,

Diane White **2025-04-01**
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Keith Jackson **2025-04-03**
4809FC378E9E0232FBEBA88BDAADC179 contractworks

Service Provider

School Year	Price Per AT	4 ATs		5 ATs		6 ATs	
		D300 Total Cost	ATI Cost to Provide	D300 Total Cost	ATI Cost to Provide	D300 Total Cost	ATI Cost to Provide
Base Bid for 2025-2026	$63,000	$ 252,000.00		315,000	425,000	378,000	510,000
Base Bid for 2026-2027	$65,000	$ 260,000.00		325,000		390,000	
Total Base		$ 512,000.00					
Note 2 - Pre-Approval of 150 hours for extra coverage @$60/hr. Total of $18,000.00		$ 18,000.00					
Total Base Contract Amount		$ 530,000.00					
Summer Hours	100 hrs. per school at no additional cost. $60/hr. for additional requests. Addressed in Scope of work doc.						
Hourly Rate for extra work not covered in the contract	$60/hr						

	Questionnaire - Services and Company Information	Please acknowledge Y/N statement and questions regarding terms and services that will be included in your submitted proposal pricing.	Vendor Comments Section
	Contract term	**Y/N**	
A.1	July 1, 2022 through June 30, 2025 with the possibility of two one-year extensions.		
A.2	Services provided for three high schools: Dundee Crown High School, Hampshire High School, Jacobs High School		
A.3	Number of Trainers: one and a half (1.5) trainers per school **or** four trainers total resulting in one for each high school and one trainer floating from school to school.		ATI will continue to provide this level of service; however, we highly recommend that the district considers increasing the level of service provided to their student-athletes. Please review attached document for support of this recommendation.
A.4	Service is to be provided for sports as directed for both home and away competitions.		Service will be provided to all athletes; however, onsite coverage will be limited to home games unless mutually agreed upon by both parties. The exception will be varsity football, which ATI will provide both home and away coverage of games. In addition, when possible our athletic trainers also travel to IHSA post season competitions and events as their workload allows.
A.5	This service will include 120 hours of flexible time to be scheduled and managed by Athletic Director and Athletic Trainer, not to exceed 40 hours on any given week.		Additional sports (flag football) have been added that increase the demand of the 4 staff ATs. Additionally, due to the high number of athlete participants and the scheduling of multiple coinciding events at all 3 schools it has become exceedingly difficult for the assigned ATs to appropriately cover all home events and ensure best practice care of every athlete. **Please see additional information provided for recommendations/justification for the district to increase care.** If increasing care is not fiscally possible, further scheduling and coverage decisions will need to be initiated to keep the ATs within the boundaries of this term (not exceeding 40 hours in any given week).
A.6	Contractor to provide an hourly rate for services that are over the 40 hours per week.		To clarify our athletic trainers historically have worked over the 40 hours a week mark regularly. As it states in this contract moving forward those hours will be billed at the agreed upon rate. Current contract state and hourly rate of $35/hr. Market value of athletic trainers has increased and the standard ATI hourly rate is $60/hr.
A.7	Time sheets will need to be completed to reconcile service provided.		
A.8	For the purpose of this contract, summer begins on the last possible IHSA competition date.		

	Expectations	Y/N	
B.1	Successful contractor and all of its agents must hold all certifications required to perform scope of service.		
B.2	Certification of insurance meeting specification as written in the RFP documents shall be provided with RFP submittal.		
B.3	Athletic training services are a minimum of 40 hours per site, per week.		All 4 ATI ATs are regularly exceeding these hours in order to meet the coverage needs and to ensure best practice care of athletes.
B.4	Background checks must be conducted for all trainers and student trainers during the duration of this contract. Any fees associated with background checks are at the expense of the contractor.		

B.5	The Contractor shall provide on-site injury care and evaluation as well as assistance on all matters pertaining to the health and well-being of the athletes.		
B.6	The Contractor shall provide on-site injury care and evaluation as well as follow-up treatment and rehabilitation as necessary for all injuries sustained by athletes.		ATI will continue to source out additional care when appropriate or directed by a physician in the plan of care. Expectation of ATs to provide all treatment and rehabilitation on-site is not feasible within a 40 hour week in addition to onsite coverage of practice and games.
B.7	The Contractor shall provide Development, Education, and Execution of Emergency Action for each respective venue.		
B.8	The Contractor shall maintain complete records of all athletic injuries and treatment.		
B.9	For information purposes only, District 300 would like the right of discussion regarding Doctors and Athletic Trainers where applicable.		
B.10	District 300 will work with the successful vendor regarding any change in legislation that governs Athletic Training services and their employees.		
	Equipment	**Y/N**	
C.1	Trainers will coordinate with the schools' Athletic Director all equipment (not consumable) needed.		
C.2	District 300 will provide a radio or communication device for use during working hours to the trainer.		
C.3	Trainer is responsible for securing all District 300 equipment after use.		
	Inventory of Supplies	**Y/N**	
D.1	Trainer is responsible for monitoring all training supply stock.		
D.2	Trainer is responsible for taking inventory of supplies and communicating any supplies needed to the Athletic Director.		

D.3	Trainer is responsible for providing inventory of equipment and supplies to the Athletic Director at the end of each school year.		
Insurance		**Y/N**	
E.1	All trainers must be covered under the provided company policy.		
E.2	Does your Certificate of insurance comply with RFP requirements?		
Staffing		**Y/N**	
F.1	Trainers report directly to the designated Athletic Director at each school.		
F.2	District 300 reserves the right to approve of the assigned athletic trainer.		
F.3	Contractor to coordinate with the Athletic Director regarding staffing for athletic physicals at each school.		

F.4	The Contractor shall provide an additional Athletic Trainers on-site for coverage on days when more than one event occurs simultaneously.		ATI will assist in evaluating the schedule provided by the district to determine the extra needs in advance for approval. The majority of these coverages should be handled by the 4th athletic trainer. If the District determines that it needs coverage assistance beyond the contracted number of ATs then the District must put in a request to ATI for the additional help with a reasonable amount of notice. ATI will exhaust all resource to comply with the request but cannot guarantee additional coverage. If additional coverage is obtained then the District will pay the agreed upon amount ($60/hr) for the coverage.
F.5	The Contractor shall provide Athletic Trainers for all Football away games.		
F.6	If requested would your company provide an Offsite trainer for competition if at a remote site?		
F.7	What is your current pool of Athletic Trainers?		
F.8	Explain your procedure for requesting additional trainers.		
Education		**Y/N**	
G.1	The Contractor shall provide two CPR/AED training classes per high school for staff.		
G.2	The Contractor shall provide one educational lecture at each high school for athletes, parents, and staff.		
G.3	Do you provide service dates for Physical Education staff?		
G.4	Do you provide Continuing Education Opportunities for teacher/athletic trainers?		

G.5	What type of student education do you provide, such as health or career fairs, observation opportunities, or guidance to a college selection process?		
G.6	Will District 300 have access to successful vendor facilities for those students who are interested in pursuing the field of physical therapy, occupational therapy, or athletic training for observation opportunities? Dates and times to be mutually agreed upon by District 300 Student and successful vendor.		
G.7	Does your organization provide any seminars regarding specific athletic injuries?		
Services		**Y/N**	
H.1	Will Student-Athletes, Staff, and District 300 Administration have access to local centers for complimentary injury assessments? Will there be Preferred scheduling of physical therapy, occupational therapy, and complimentary injury screens for all student-athletes, staff, administrators, and families of District 300 at your facilities?		
H.2	Contractor shall provide Concussion Consultant Services for the Development of a Concussion Protocol and Community Education Plans for each respective high school within District 300.		
H.3	The Contractor shall provide, if applicable, IHSA Body Fat Testing for Wrestlers. Dates and times to be mutually agreed upon by each High School and successful vendor.		
H.4	The Contractor shall provide the organization and management of pre-participation physicals for student-athletes. Dates and times to be mutually agreed upon by high school and vendor.		
H.5	The Contractor shall provide one (1) educational lecture per high school for student-athletes, parents and coaches. Topic, dates and times to be mutually agreed upon between District 300 and successful vendor.		
H.6	Please describe your current Endurance/Running Program if any.		
H.7	Please describe your current Overhead Athlete Program if any.		
H.8	Please describe your Performing Arts program if any.		
H.9	Please describe your Performance Enhancement program if any.		
H.10	Please describe your service and process for Concussion Management.		
H.11	Please describe your service and process for Concussion/Vestibular Rehabilitations.		
H.12	Please describe your service and process for Concussion Baseline Testing.		

H.13	Please describe what other types of services that your organization provide that might benefit or enhance the coaches, staff or student-athlete.		
Summer Training Services		**Y/N**	
I.1	Is a specified amount of summer hours included for summer work in your proposal?		ATI will continue to provide up to 100 hours per school during the summer months at no additional cost to the district. It has been brought to our attention by the district to add additional hours to cover all summer activities. Any additional requested hours outside of the 100 per school will be billed at $60/hr. Additional option—Raise the per athletic trainer cost to reflect how many summer hours you will need and keep the monthly fee at a fixed rate through the school year.
I.2	If not, please provide the hourly rate for summer extra work.		
I.3	Is there a minimum number of hours per day?		

THIS COMPLETE RESPONSE FORM B ALONG WITH SIGNATURE PAGE IN TAB 1 MUST BE INCLUDED IN EXCEL® FORMAT WITH SIGNED RESPONSE FORM A AND ALL OTHER DOCUMENTS LISTED IN THE PROPOSAL PACKET.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 22, 2025

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Joseph Sieczkowski,
Director of CTE, Pathways, & CCR

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/08/2025
BOE 2nd Reading	4/22/2025

SUBJECT: CTE Program Cosmetology Contract Extension

Background

Since 2013, D300 has worked with the ABC School of Cosmetology to provide students the opportunity to start, and in some cases complete, various cosmetology-related certifications upon graduating from high school through this dual credit opportunity. These programs include Cosmetology, Barber, Esthetics, and Nail Technology. ABC School of Cosmetology is an approved training facility that results in an Illinois license after completing all requirements. D300 receives discounted tuition as part of this contract.

For this extension, ABC School of Cosmetology has agreed to no changes in programming costs for each of the four programs they offer our students.

Administrative Recommendation

The administration recommends that the Board approve the one-year contract extension with the ABC School of Cosmetology.

Fiscal Impact

The fiscal impact will be dependent on the number of students who complete the application this spring. If student interest remains the same or decreases for the next school year, this will result in no additional tuition costs at ABC School of Cosmetology for D300.

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 31, 2025

Cindy Heidemann
A.B.C School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via Email: nailqueen@ameritech

Contract Renewal: Cosmetology RFP

Dear Ms. Heidemann,

On August 23, 2019, The Board of Education originally awarded the RFP for Cosmetology Services for Educational Purposes for Barber, Cosmetolgy, Esthetics and Nail Technology to A.B.C School of Cosmetology, Esthetics & Nail Technology, inc. District 300 would like to extend this contract from 7/1/2025 through 6/30/2026. Pricing would be held at the past School Year Rates which can be seen below.

23-24 SY	
Nail Program	$1,200.00
Cosmo Program	$1,100.00
Barber Program	$1,100.00
Esthetic Program	$1,100.00

If your firm agrees to the terms attached, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 8, 2025 and award by the board on Tuesday, April 22, 2025.

The favor of a response is requested by Tuesday, April 1, 2025.

Sincerely,

Diane White **2025-03-31**
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Cindy Heidemann **2025-03-31**
6F187FC98EAEF27CD44396EABE552780 contractworks
Service Provider

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

May 3, 2024

Cindy Heidemann
A.B.C School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via: nailqueen@ameritech

Contract Renewal–Cosmetology RFP Award

Dear Ms. Heidemann,

Congratulations! District 300 has awarded the Contract Renewal for the Cosmetology RFP to A.B.C School of Cosmetology, Esthetics & Nail Technology, Inc.! The Board of Education approved this award at their regular scheduled meeting of April 23, 2024. The contract term is from July 1, 2024 to June 30, 2025.

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

Please send this signed letter via Contract Works by May 9, 2024.

Please submit your Certificate of Insurance naming the District, the Board of Education and its members individually, and its employees and agents as additional named insured if not done so already.

This Agreement is entered into as of July 1, 2024.

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2024-05-03**

OWNER *(Signature)*

Diane C. White, Director of Purchasing

Cindy Heidemann
E446C5DDF085E2316DBB2E790BA2F72A contractworks **2024-05-17**

CONTRACTOR *(Signature)*

Cindy Heidemann **President**

(Printed name and title)

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

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane C. 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

April 2, 2024

Cindy Heidemann
A.B.C School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via email: nailqueen@ameritech.net

Contract Renewal: Cosmetology RFP

Dear Ms. Heidemann,

On April 23, 2019, the District 300 Board of Education awarded a contract for Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology RFP to A.B.C School of Cosmetology, Esthetics & Nail Technology, Inc. District 300 would like to extend this contract for the 7/1/2024 through 6/30/2025 term. The district further recognizes your pricing which is listed below.

23-24 SY	
Nail Program	$1,200.00
Cosmo Program	$1,100.00
Barber Program	$1,100.00
Esthetic Program	$1,100.00

If your firm agrees to the terms attached, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 9, 2024 and award by the board on Tuesday, April 23, 2024

District 300 kindly requests your return of acceptance by Friday, April 5, 2024.If you have any questions, please call 847-551-8460.

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2024-04-02**

OWNER *(Signature)*

Diane C. White, Director of Purchasing

Cindy Heidemann
6F187FC98EAEF27CD44396EABE552780 contractworks **2024-04-02**

CONTRACTOR *(Signature)*

Cindy Heidemann **President**

(Printed name and title)

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

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
Diane C. 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 3, 2023

Cindy Heidemann
A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via email: nailqueen@ameritech.net; cindywerba@yahoo.com

Contract Renewal: Cosmetology RFP

Dear Ms. Heidemann,

On April 23, 2019, the District 300 Board of Education awarded a contract for Cosmetology Services for Educational Purposes for Baber, Cosmetology, Esthetics and Nail Technology RFP to A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc. District 300 would like to extend this contract for the 7/1/2023 through 6/30/2024 term. The District further recognizes your letter of 2/26/23 regarding pricing. This letter is attached.

If your firm agrees to the terms attached, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Monday, March 13, 2023 and award by the board on Tuesday, March 21, 2023.

District 300 kindly requests your return of acceptance by Tuesday, March 7, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-03**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Cindy Heidemann
E446C5DDF085E2316DBB2E790BA2F72A contractworks **2023-03-06**
Service Provider
Cindy Heidemann **President/Director**

A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY

9213 South Route 31 * Lake In The Hills IL 60156
847-458-6500 * 87-337-3144 Fax: 847-458-6509
Email: nailqueen@ameritech.net Web: www.abccosmoschool.com
Illinois State Lic. # 013-000754

February 26, 2023

ATTENTION: DIANE WHITE

ABC School of Cosmetology & Nail Technology, Ins. Is looking forward to the opportunity of continuing the partner ship with District 300 with the Vocational Educational Program. It's hard to believe that we have been partnering since 2013. Happy 10th Anniversary!!! Please find below a current request regarding the fee schedule for the District. If you have any questions and or concern's please feel free to contact us.

We will as always provide invoices of all tuition for registered D300 dual-credit students according to the following rates due to ABC from D300:

COS	01	COSMETOLOGY	101	(150 HOURS)	$1100 per student
COS	02	COSMETOLOGY	102	(150 HOURS)	$1100 per student
BAR	01	BARBER	101	(150 HOURS)	$1100 per student
BAR	02	BARBER	102	(150 HOURS)	$1100 per student
EST	01	ESTHETICS	101	(150 HOURS)	$1100 per student
EST	02	ESTHETICS	102	(150 HOURS)	$1100 per student
NT	01	NAIL TECHNOLOGY	101	(150 HOURS)	$1200 per student
NT	02	NAIL TECHNOLOGY	102	(150 HOURS)	$1200 per student

Please note that the increase is due to the rise in operational costs. The cost of books and all supplies have doubled in most areas including the Beauty Industry. Each Barber, Esthetics and Nail Student receive a textbook and workbook. Cosmetology Students receive the textbook and two workbooks. The cost of shipping the books and supplies, rent, utilities, and the cost of payroll have also increase. The raise in the amount paid will help to off-set these areas. Any questions please feel free to contact either myself or Cindy Werba Administrator at 847-721-6424.

Looking forward to hearing from you and continuing this partnership with future D300 students.

Respectfully,

Cindy Heidemann

Cindy Heidemann * Owner & Director

847-337-3144 nailqueen@ameritech.net Fax 847-458-6509

ABC School of Cosmetology Pricing History

					Original Award FY20	FY21	FY22	FY23	FY24
					cost per student	cost per student	cost per student	cost per student	cost per student
COS	1	COSMETOLOGY	101	(150 HOURS)	$1,000	$1,000	$1,000	$1,000	$1,100
COS	2	COSMETOLOGY	102	(150 HOURS)	$1,000	$1,000	$1,000	$1,000	$1,100
BAR	1	BARBER	101	(150 HOURS)	$900	$900	$900	$1,000	$1,100
BAR	2	BARBER	102	(150 HOURS)	$900	$900	$900	$1,000	$1,100
EST	1	ESTHETICS	101	(150 HOURS)	$900	$900	$900	$1,000	$1,100
EST	2	ESTHETICS	102	(150 HOURS)	$900	$900	$900	$1,000	$1,100
NT	1	NAIL TECHNOLOGY	101	(150 HOURS)	$1,100	$1,100	$1,100	$1,100	$1,200
NT	2	NAIL TECHNOLOGY	102	(150 HOURS)	$1,100	$1,100	$1,100	$1,100	$1,200

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

May 10, 2022

Cindy Heidemann
A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via email: nailqueen@ameritech.net

Contract Renewal: Cosmetology RFP

Dear Ms. Heidemann,

Congratulations! District 300 has awarded a contract extension for Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology RFP to A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc.! The Board of Education approved this award at their regular meeting on April 26, 2022. Pricing is based on the table below. This contract is from July 1, 2022 through June 30, 2023.

Pricing per March 23, 2022 Letter:

COSI 01	COSMETOLOGY 101 (150 HRS.):	$1000 per student	EST 01	ESTHETICS 101 (150 HOURS):	$1000 per student
COSI 02	COSMETOLOGY 102 (150 HRS):	$1000 per student	EST 02	ESTHETICS 102 (150 HOURS):	$1000 per student
BAR 01	BARBER 101 (150 HOURS):	$1000 per student	NT 101	NAIL TECHNOLOGY (150 HOURS):	$1100 per student
BAR 02	BARBER 102 (150 HOURS):	$1000 per student	NT 102	NAIL TECHNOLOGY (150 HOURS):	$1100 per student

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

A service agreement will be issued in accordance with this contract. Please return this signed letter via Contract Works by May 13, 2022.

Please submit the following to bids.purchasing@d300.org below by May 20, 2022:

- Your Certificate of Insurance naming the District, the Board of Education and its members individually, and its employees and agents as additional named insured.

This Agreement is entered into as of April 26, 2022.

OWNER *(Signature)*

CONTRACTOR *(Signature)*

Diane C. White, Director of Purchasing

(Printed name and title)

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

Sincerely,

Diane C. White

Diane C. White, Director of Purchasing

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

March 24, 2022

Cindy Heidemann
A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc.
9213 Route 31
Lake in the Hills, IL 60156

Via email: nailqueen@ameritech.net

Contract Renewal: Cosmetology RFP

Dear Ms. Heidemann,

On April 23, 2019, the District 300 Board of Education awarded a contract for Cosmetology Services for Educational Purposes for Baber, Cosmetology, Esthetics and Nail Technology RFP to A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc. District 300 would like to extend this contract for the 7/1/2022 through 6/30/2023 term. The District further recognizes your letter of 3/23/22 regarding pricing. This letter is attached.

If your firm agrees to the terms attached, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

District 300 kindly requests your return of acceptance by Monday, March 28, 2022. If you have any questions, please call 847-551-8460.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2022-03-24**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Cindy Heidemann
E446C5DDF085E2316DBB2E790BA2F72A contractworks. **2022-03-24**
Service Provider

Cindy Heidemann **President**

A.B.C. School of Cosmetology, Esthetics & Nail Technology, Inc.

9213 Route #31
Lake In The Hills, IL 60156
Lic. #013-000754

847-337-3144 or 847-458-6500
Fax: 847-458-6509
Tax ID#25-1906838

March 23, 2022

ATTENTION: DIANE WHITE

ABC School of Cosmetology & Nail Technology, Inc. is looking to the opportunity of continuing the partnership with District 300 with the Vocational Education Program. It is hard to believe that we have been working together since 2013. Please find below a current requeste fee schedule for the District. If you have any questions and or concerns please feel free to contact us.

Provide invoices of all tuition for registered D300 dual-credit students according to the following rates due to ABC from D300:

COSI 01	COSMETOLOGY 101 (150 HRS.):	$1000 per student
COSI 02	COSMETOLOGY 102 (150 HRS):	$1000 per student
BAR 01	BARBER 101 (150 HOURS):	$1000 per student
BAR 02	BARBER 102 (150 HOURS):	$1000 per student
EST 01	ESTHETICS 101 (150 HOURS):	$1000 per student
EST 02	ESTHETICS 102 (150 HOURS):	$1000 per student
NT 101	NAIL TECHNOLOGY (150 HOURS):	$1100 per student
NT 102	NAIL TECHNOLOGY (150 HOURS):	$1100 per student

Looking forward to hearing from you and continuing this partnership with future D300 students.

Respectfully,

Cindy Heidemann
847-337-3144
nailqueen@ameritech.net

&

Cindy Werba
847-721-6424

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

February 3, 2020

Ms. Cynthia Heidemann
ABC School of Cosmetology
9213 S Rte. 31
Lake in the Hills, IL 60156

Dear Ms. Heidemann,

The Scope of Work for Cosmetology RFP of stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The District would like to extend the contract through June 30, 2022.

The current executed contract is attached for your review.

If your firm does agree to hold your contract pricing, District 300 will recommend your contract extension the Board of Education review and award on Tuesday, March 10, 2020.

Please return your signed response by Thursday, February 6, 2020.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Acceptance to hold current:

ABC School of Cosmetology & Nail Technology, Inc.

Service Provider Cindy D Heidemann, President

2-6-2020

Date

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 23, 2019

Ms Cynthia Heidemann
ABC School of Cosmetology
9213 S Rt 31
Lake in the Hills, Il, 60156

RFP – Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics, and Nail Technology

Dear Ms. Heidemann,

Congratulations! District 300 has awarded the Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics, and Nail Technology RFP to ABC School of Cosmetology! The Board of Education approved this award at their regular meeting of April 23, 2019. The value of this contract covers the contract pricing per your RFP response, for Cosmetology Services for educational purposes through June 30, 2020.

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

Please 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 April 29, 2019. Please submit your Certificate of Insurance naming District 300 as additional insured by May 6, 2019.

This Agreement is entered into as of April 23, 2019.

Diane C. White
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

Cynthia D Heidemann
CONTRACTOR *(Signature)*

Cynthia D. Heidemann President
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@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 C White, Director of Purchasing

Community Unit School District #300
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 - PHONE
847-551- 8463- FAX

February 28, 2019

Dear Vendor:

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

Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

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

Community Unit School District No. 300
Purchasing Department –
RFP –Cosmetology Services for Educational Purposes
for Barber, Cosmetology, Esthetics and Nail Technology
2605 Bunker Hill Drive
Algonquin, IL 60102

Electronic proposals will be received until **1:00 PM CT, Friday, March 22, 2019** at the following email address: bids.purchasing@d300.org, at which time they will be opened and read.

The Contractor's Certifications must be completed and returned with the proposal.

It is the intention of the District to award the proposal at the **April 23, 2019 meeting.** The Board of Education may make such investigations as they deem necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all proposals if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. The District further reserves the right to waive any minor irregularities or minor defects in the proposals, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the proposal, which is in the best interest of the District. Conditional proposals will not be accepted.

Sincerely,

Diane C White

Diane C. White
Director of Purchasing

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting electronic proposals for:

RFP –Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

Proposals will be accepted electronically until
1:00 PM CT, Friday, March 22, 2019
at the following email address: bids.purchasing@d300.org,
at which time they will be opened and read.

A non-mandatory pre-proposal meeting is scheduled for
10:30AM CT, March 7, 2019.
Prospective vendors are to meet at the Buildings & Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Proposal specifications will be available on
Thursday, February 28, 2019, after 3:00PM. To obtain specifications,
please contact D300 Purchasing at 847-551-8460
or via email at bids.purchasing@d300.org.

Any questions regarding this proposal must be directed to:

Community Unit School District #300
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460
bids.purchasing@d300.org

Project Timeline

RFP – Cosmetology			
TIMELINE – 01/14/2019			
ACTION	**DATE**	**TIME**	**LOCATION**
Establish Timeline	**2/25/2019**		
Specifications Review	**2/26/2019**		
Specifications Finalized	**2/28/2019**		
Legal Ad	**2/28/2019**		Daily Herald
Specifications Released	**2/28/2019**	**3:00 PM**	
Pre-Bid Meeting	**3/7/2019**	**10:30 AM**	BH-PDC
Q&A Deadline	**3/18/2019**	**12 Noon**	
Bid Opening	**3/22/2019**	**1:00 PM**	Via Email/BH-PDC
Evaluation Period	**3/22/2019~3/28/2019**		
Vendor Interviews	**3/22/2019~3/28/2019**		
Recommendations To COO	**3/29/2019**		
Bid Tabulation Available	**3/29/2019**	**3:00 PM**	bids.purchasing@d300.org
BFC Packet	**4/8/2019**		Susan Harkin
BOE Workshop	**4/9/2019**		
BOE Approval	**4/23/2019**		
PURCHASE ORDER/ CONTRACT ISSUED	**7/1/2019**		
Contract Term	**7/1/2019-6/30/2020**		

Instructions to Bidders

1. General

a. Proposal shall be submitted electronically, properly marked with the title of the proposal, and date and time of opening.

b. All proposals shall be made on this form.

c. Unsigned or late proposals will not be considered or accepted.

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 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 after the award of orders.

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

2. Errors and Omissions

All proposals shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the proposals as submitted. Should bidders find any discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, they shall advise the purchasing official first orally, followed by written (FAX or letter) specification of the claimed problems which must be received during regular working hours at least 72 hours before the date set for proposal opening so that a written notification can be prepared by the purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. Firm Proposal

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

4. Withdrawal of Proposals

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

5. Investigation of Bidders

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

b. The District 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 District 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.

6. Vendor Application and W-9 Form

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

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the contractor 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 Contractor 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 contractor 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 contractor agrees as follows:

a. The contractor 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 contractor 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 contractor 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 contractor, state that all qualified applicants will receive consideration for employment without regard to unlawful discrimination.

11. Completion Delivery Time

If delivery time will exceed thirty (30) days after receipt of a purchase order, 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 different bidders 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 himself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the proposal, and include in their 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 they have made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. Performance: Labor and Material Payment Bonds (IS NOT REQUIRED OF THIS PROJECT)

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

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.

The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. Bid Security (IS NOT REQUIRED OF THIS PROJECT)

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the proposal shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the contractor 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 them 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 seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and bonds provided.

16. Service Points

Building Name	Address	Phone
Dundee-Crown High School	1500 Kings Road Carpentersville, IL 60110	**(224)484-5000**
Hampshire High School	1600 E. Big Timber Road Hampshire, IL 60140	**(847)792-3500**
Jacobs High School	2601 Bunker Hill Drive Algonquin, IL 60102	**(847)532-6100**

Project Manager

Lindsay Sharp
Coordinator of College and Career Readiness
847-551-8327
lindsay.sharp@d300.org

17. Warranty

The contractor shall warrant the work, services, and/or products to be free of defects in material and workmanship for a period of _0_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. Insurance

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

MINIMUM INSURANCE REQUIREMENTS

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

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

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the proposal award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

19. Total Price For All Items Proposal

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

20. Hold Harmless and Indemnification

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

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

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

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

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

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

21. Damage to Property

In the event the contractor damages the District's property, the contractor shall, at the contractor'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 contractor 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 contractor shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the contractor.

22. Late Proposals

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

23. Recycled Products

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

24. Payment

Payment to be made within 45 days after enrollment report has been reviewed.

25. Manuals

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

26. Completion Duration/Contract Term

Contract Term – July 1, 2019 through June 30th, 2020, with the possibility of two, one year extensions with a favorable recommendation from administration.

27. Personnel

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

28. Sexual Harassment

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

29. 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 contractor, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

30. Compliance with Laws.

Contractor 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.

31. Governing Law

The terms of this proposal 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.

32. Contractor's Agreement

The signing of this request for proposal form shall be construed as acceptance of all provisions contained herein. The contractor 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 contractor's proposal or (2) any subsequent purchase order between the contractor and the District. The contractor should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The contractor 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 contractor'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 – diane.white@d300.org

*****Electronic Proposals will be accepted at bids.purchasing@d300.org until 1:00 PM CT, Friday, March 22, 2019 *****

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:
_____

EMAIL ADDRESS:

_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

2. ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER: _____

CONTACT PERSON: _____

EMAIL ADDRESS:

_____

DATE OF SERVICES: _____

DOLLAR AMOUNT OF THE JOB:
_____

REFERENCES (CONT.)

3. **ORGANIZATION:** _____

ADDRESS: _____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON: _____

EMAIL ADDRESS:

_____

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 proposal. 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, Carpentersville, 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 _____, 2018

_____
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 _____, 2018

_____

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 _____, 2018

_____

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 _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) proposal 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 proposal. 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, Carpentersville, 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 _____, 2018

_____
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:

Anyone violating this provision could be subject to having their contract terminated at the sole discretion of the Board of Education.

Board Policy -
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 _____, 2018

_____
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 School 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: _____

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: _____

Form **W-9**
(Rev. November 2017)
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.

6 City, state, and ZIP code

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

		–						

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 28% 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.

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

RFP - Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

Scope of Services

District 300 - General Information & Student Type

Community Unit School District 300 is the sixth largest student enrollment in Illinois with over 21,000 students, covering 118 square miles. The District provides Pre-Kindergarten through twelfth grade education in an area of 118 square miles in Northwestern Illinois, 40 miles west of Chicago. District 300 is comprised of three (3) high schools (grades 9-12), four (4) middle school (grades 6-8), one (1) school (grades K-8), sixteen (16) elementary schools (grades K-5), one (1) school Pre-K, and one (1) alternative school. District 300 employs approximately 2100 Full Time Employees (FTE)

The number of students participating in School Year 18-19 ranged from 15-20 students attending Sections 1 and 2 of the coursework. This is just an estimate and may decrease or increase based on student enrollment.

Historically students have been seniors in high school. The program may include students in both grades 11 and 12.

Please see Response Form A – Appendix A – Functional Matrix RFP – Cosmetology School Services for additional information.

Proposal Evaluation

Contract Award may be considered for the qualified provider who rates the highest in the categories outlined below and who best matches the needs of the District. The maximum number of points is 100.

Proposal Evaluation	Points
Experience and Qualifications Company, History, Staff Qualifications, and Location	40
Proposal Preparation and Technical Approach **D**etailed and sound technical approach to meeting the District's objectives	20
Financial Consideration and Net Economic Impact Preference will be given to the proposals that responsibly maximize the net economic benefit to the District and that responsibly minimize the risk to the District	20
Ability to Implement Contract	10
Provide Comprehensive Client Reference Evaluation Proposal should state how the respondent plans to be able to advise the District	10
Total Points	100

Proposal Format & Section Details

Respondents should use the following format when preparing their proposal:

Cover Letter
In one or two pages, include the purpose and preview of your company's proposal.

Table of Contents
Include a Table of Contents.

Section I: Company Information and Experience
Include a profile of your firm including the name, title, address, telephone number, and email of the contact person for this proposal. Identify each individual who will be assigned to this project, their assigned areas of responsibility and qualifications.

Section II: Sample contract
Firm to submit any terms and conditions that are not covered in this RFP.

Section III: Services Overview
Provide a high-level overview of your firm's understanding of the services requested. Include in your description how you propose to provide services requested in this RFP. Please provide a narrative that supports why your firm believes it is qualified to undertake the services requested in this RFP.

Section IV: Required District 300 forms

The following documents are required to be submitted with vendor proposal and are included with complete proposal documents:

- Federal W9
- CUSD 300 Vendor Application
- Reference Sheets
- Certificates
- Completed Response Form A – Appendix A (Excel File)
- Completed Response Form B

	Question	Importance	Yes/No	Comments
A	**School Term Criteria**			
A.1	Can your program align with the District 300 Calendar?	Critical		
A.2	Can your program offer supplemental classes/hours?	Critical		
A.3	Are all beauty school teachers state certified and maintain current industry certification in accordance with the Barber, Cosmetology, Esthetics and Nail Technology Act of 1985?	Critical		
A.4	Are all beauty school teachers formally evaluated?	Critical		
A.5	Is the beauty school partner willing to work collaboratively with District 300 in regards to student records for purposes of grading and funding?	Critical		
A.6	Would the beauty school agree to maintain all records of student participants in accordance with the Student Records Act, 105 ILCS 10/1 et seq., and disclose or release such records in accordance with the Act and District 300 policies?	Critical		
A.7	Mid-term and final grades provided from the entity to District 300, as well as something about provide communication with school staff related to student progress and concerns. Also, does purchasing have an RFP from a similar service that we could compare?	Critical		
B	**Training Methods/Course of Study**			
B.1	Can you provide a written course of study, including details?	Critical		
	Please provide for review. How does evidence regarding job placement and evidence of specific certifications tie into course of study, curriculum?			
B.2	Does your program meet state program requirements?	Critical		
	Please provide for which program(s): Cosmetology, Esthetics, Barbering, Nail Technology, etc.			
B.3	Does instructional programming include a variety or combination of instruction and clinical work?	Critical		
	Please provide an overview of instructional approaches and clinical work experiences.			

C	**Continued Support**			
C.1	What is the beauty school's policy if a student completes the program and fails the State of Illinois Cosmotology exam?	Critical		
C.2	Would the school be willing to work with students in their Junior and Senior Year?	Secondary		
D	**References**			
D.1	Would you provide an institutional client reference list such as school districts, colleges, etc.?	Secondary		
E	**Fee Structure**			
E.1	What is the current beauty school fee structure?	Critical		
E.2	Please provide current fee structure overview.	Critical		
E.3	Please provide detail of Kit Fee	Secondary		
E.4	Due to semesters in high school, would the school be willing to invoice in semesters?	Secondary		

REQUIRED

PROPOSAL RESPONSE FORM B

RFP - Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

Completed Appendix A must be submitted with this signed response form.

Vendor has received (If applicable):

Addendum #1 Yes_____ No_____
Addendum #2 Yes_____ No_____

COMMENTS AND ADDITIONAL INFORMATION

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract.

_____
Name of Company/Corporation

_____
Street Address

_____
City, State, Zip Code

_____
Telephone Number

_____
Fax Number

_____60 days_____
Length of time proposal is firm

Bid Submitted by:

_____
Authorized Signature

_____
Please Type or Print Name

_____
Illinois License Number

Email address: _____

*****Electronic Proposals will be accepted at bids.purchasing@d300.org**

until 1:00 PM CT, Friday, March 22, 2019 ***

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

March 12, 2019

Dear Vendor:

ADDENDUM 1

RFP –Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

Questions and Answers:

Question: What times will the students be with us?

Answer: High School Bell Times are as follows: 7:30 a.m. to 2:58 p.m. Monday through Friday. Students will begin their day at their base school to ensure completion of academic courses. They are then released to attend the school of cosmetology.

Question: Will they be on the same schedules?

Answer: District 300 will provide standardized schedules whenever possible.

Question: How many hours will the agreement be for?

Answer: This program needs to align with state requirements according to the program in which students are enrolled.

Question: Should the certificates be updated on the notary line to reflect 2019?

Answer: Yes, the Revised Complete RFP Documents reflect this change.

Question: What does the "Its" stand for on the Criminal Background Investigations certificate?

Answer: The "Its" has been revised to read "Witness" and is reflected in the Revised Complete RFP Documents.

Attachment: Revised Complete Cosmetology RFP Documents

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

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.

E-mail - diane.white@d300.org

Fax Number – 847-551-8463

If you have any questions, please feel free to contact me at the numbers listed above.

Sincerely,

Diane C. White / Director of Purchasing

A.B.C. SCHOOL OF COSMETOLOGY, BARBERING, ESTHETICS, & NAIL TECHNOLOGY
9213 South Route 31 * Lake In The Hills IL 60156
847-458-6500 * 87-337-3144 Fax: 847-458-6509
Cindy Heidemann: Direct Line: 847-337-3144
Email: nailqueen@ameritech.net Web: www.abccosmoschool.com
Illinois State Lic. # 013-000754 EIN #25-1906838

March 15, 2019

Community Unit School District No. 300
2605 Bunker Hill Drive
Algonquin, IL 60102

ATTENTION: Purchasing Department

RE: RFP – Cosmetology Services for Education Purposes for Barbering, Cosmetology, Esthetics & Nail Technology (bids.purchasing@d300.org)

Dear Sirs & Madams:

You will please find enclosed the information requested for the RFP for the Cosmetology, Barber, Esthetics and Nail Technology Vocational Program Partnership. ABC has worked with area High Schools since 2004 and have used this experience to provide a solid curriculum for High School Students throughout McHenry, Kane, Cook, Lake, and DuPage Counties, etc. Our High School Program is open to Students age 16 on up. Student's must be 18 years of age to sit for the Illinois State Board.

ABC is owned operated by Cindy and Art Heidemann and their daughter, Rebecca Engels. The name, which stands for "Achieve, Believe, and Create," (and also Art, Becky and Cindy), says it all. Together with their creative educational specialists, they bring over 40+ years of business experience to form a solid force in the beauty industry.

Since 2004, ABC has brought "quality education at affordable pricing" to McHenry County and surrounding areas. Their graduates are sought after by salons throughout Illinois, Wisconsin, and Indiana. ABC is a State Licensed Continuing Education Sponsor and offers class both in-house and online. We just received our new license to offer the mandatory education requirements for the IDFPR for Domestic Violence. Program curriculums cover current industry techniques, ethics, Illinois law and various business topics. Top instructors offer training with personal attention to each student's needs. Flexible scheduling, bilingual programs and the ability to work with students makes the ABC Programs in demand. Hands on teaching, through the use of visual aids, and physical adaptations, make their program both unique and among the top in the state.

We are sanctioned and accredited through the Illinois Department of Financial and Professional Regulation. By being a *Private School* we are able to assist our students in different ways that Federally funded Schools cannot. Financially, we can assist by discounting the tuition so that it is affordable on an as needed basis. We offer non interest bearing payment plans, discounts on tuition and Academic Awards to qualifying students. Flexible scheduling makes it easy for those working and high school students to work on their programs without added stress. ABC holds a 99.9% graduation rate with the Illinois Department of Financial and Professional Regulation and also a 99% average on passing State of Illinois Boards. ABC is one of only a hand full of Schools in the Midwest to have students score 100% on their State Board. w

Students are guided to broaden their horizons, set goals and achieve them. The instructors have a passion for the industry and an addictive force of energy to student, no matter what their field of study. ABC is one of the only privately-owned Illinois Schools to offer all the current licensure programs (Cosmetology, Barbering, Esthetics, Nail Technology and the Master Instructors Program). The School also offers advanced students the opportunity to explore and gain salon experience through an internship program with area salons and spas. New students both high school and up through seasoned technicians flock to ABC for cutting edge training. The Instructor motto is that the sky is the limit, and each student is encouraged, no matter what their field of study, to be their best.

ABC has completed the attached bid and are willing to work in a partnership with High School D300. We are available for any questions and or concerns you may have regarding our proposal. We look forward to working with the D300 staff and students through open communication.

Respectfully,

Cindy D Heidemann

Cindy D Heidemann
Direct Line: 847-337-3144
Email: nailqueen@ameritech.net

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2. **SAMPLE CONTRACT**
3. **SERVICE OVERVIEW**
4. **REQUIRED DISTRICT FORMS**
   - A. **Federal W 9**
   - B. **CUSD Vendor Application**
     1. **Certificate of Insurance**
     2. **Letters of Reference**
        - Wolfe Realty
        - ACG II PROPERTY, LLC. Derek Rogers
        - Lisa Raupp
        - Linda Lohr
        - American Family Ins.: Michael J. Sparks
5. **Reference Sheets:**
   - Village of Lake In The Hills President, R. Ruzanski
   - Ann Hofmann, Graduate
   - Donna Tauler, Graduate
   - Janet Marczyk, Graduate
   - Patricia Jurewicz, Graduate
6. **Certificates:**
   - A. **Certificate of Bidder Eligibility**
   - B. **Certificate of Compliance with Illinois Drug Free Act**
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E. Non-Collusion Affidavit

F. Certificate Regarding Community Unit School District 300 Vender/Contractor Conflict of Interest

7. CRIMINAL BACKGROUND INVESTIGATIONS

8. AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTION
   - Cynthia D. Heidemann
   - Cynthia A. Werba
   - Tracy Lynn Bartlett
   - Regina M. Garapolo
   - Susan K. Grant

9. APPENDIX A (Excel File)
   A. 2018-2019 ABC CALENDER
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      - ABC SCHOOL LICENSURE
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      - CYTHIA A. WERBA
      - TRACY L. BARTLETT
      - REGINA M. GARAPOLO
      - SUSAN KATHERINE GRANT
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10. MISCELLANEOUS INFORMATION

A. Student Handbook

B. Women In Business Article 2018

C. GORDON LARSON BUSINESS AWARD 2018

D. Welcome to ABC Power Point

E. Veterans Administration * GI Bill Flyer

MAIN CAMPUS & CONTACT INFORMATION

A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY

9213 South Route 31 * Lake In The Hills IL 60156
847-458-6500 * 87-337-3144 Fax: 847-458-6509
Email: nailqueen@ameritech.net Web: www.abccosmoschool.com
Illinois State Lic. # 013-000754 EIN #25-1906838

CONTACT PERSON(S):

PRIMARY:

Cindy Heidemann, President/Secretary 847-337-3144 *nailqueen@ameritech.net*
*Licensed Instructor and Licensed Nail Technician * See attached IDFPR information*

Cindy Werba Administrator 847-721-6424 *cindywerba@yahoo.com*
*Licensed Instructor and Licensed Nail Technician * See attached IDFPR information*

Tracy Bartlett, Education Director 847-458-6500
*Licensed Instructor, Licensed Cosmetologist and Licensed Barber * See attached IDFPR information*

Regina Garapolo *Student Service Coordinator 847-458-6500*
*Licensed Cosmetologist, Licensed Nail Technician, and Assistant-Instructor * See attached IDFPR information*

Susan Grant *Licensed Esthetician, Licensed Massage Therapist, and Assistant-Instructor * See attached IDFPR information*

**ABC instructors and guest artists are all independent contractors that are licensed professionals through the Illinois Department of Financial & Professional Regulation.*

MEMORANDUM OF UNDERSTANDING
BETWEEN COMMUITY UNIT SCHOOL DISTRICT No. 300
AND A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY, INC.
Commonly known as
ABC SCHOOL OF COSMETOLOGY

This AGREEMENT entered on this _____ day of _____, 2019 by and between the ABC School of Cosmetology & Nail Technology, Inc. and District No 300, a Public School District (School District).

WHEREAS, the School District in recognition of its responsibility for the education of high school students in the area of vocational education desires to provide an opportunity for its students to increase their competency in this respective area and,

WHEREAS, the School in recognition of its responsibility for assisting the efforts of the School District to meet the vocational competency required for future employment, is desirous of providing instruction and supervised learning experiences at ABC School of Cosmetology;

WHEREAS, ABC School of Cosmetology has the instructional facilities suitable for the educational needs of the students of District No. 300 in vocational education in cosmetology, barbering, esthetics, and nail technology; and

WHEREAS, it is for the mutual benefit of ABC School of Cosmetology and District No. 300 that students have opportunities to enhance and to advance their competency in the areas of cosmetology, barbering, esthetics, and nail technology for future educational and employment purposes:

NOW THEREFORE, it is mutually agreed by and between the parties hereto as follows:

ABC School of Cosmetology & Nail Technology Inc. shall:

1. Provide instruction for students. These students will be mainstreamed into existing ABC classes, or these students will create an entire section of their own taught by an ABC staff member. The students are subject to all Student Policies and Procedures as defined by ABC School of Cosmetology & Nail Technology, Inc.
2. Provide all course work and other requirements for these students necessary to be eligible for licensure by the IDFPR. ABC and or District 300 cannot guarantee licensure.
3. Provide instructional lecture and lab facilities, equipment, and staff required for coursework.
4. Provide invoices of all tuition for registered D300 dual-credit students according to the following rates due to ABC from ABC:

COSI 01	COSMETOLOGY 101 (150 HRS.):	$1000 per student
COSI 02	COSMETOLOGY 102 (150 HRS):	$1000 per student
BAR 01	BARBER 101 (150 HOURS):	$900 per student
BAR 02	BARBER 102 (150 HOURS):	$900 per student
EST 01	ESTHETICS 101 (150 HOURS):	$900 per student
EST 02	ESTHETICS 102 (150 HOURS):	$900 per student
NT 101	NAIL TECHNOLOGY (150 HOURS):	$1100 per student
NT 102	NAIL TECHNOLOGY (150 HOURS):	$1100 per student

   - Level 101 invoices will be into D300 District Office on or before June 15 of each renewal year with dispersement to ABC on or before July 30 of said year. Level 102 invoices will be into D300 District Office on or before October 15 of each renewal year with dispersement to ABC on or before December 15 of said year. This dispersement of payment allows ample time for ABC to purchase the required supplies for each up and coming semester. Any remaining balances on account are the sole responsibility of said Student(s) for payment to ABC.
5. Refunds to District #300 will be handled in accordance with the published ABC School of Cosmetology student refund schedule. In the case that a student withdraws from the program after the first full week of classes, the student will be responsible for refunding all fees to D300 as D300 feels applicable. No refunds will be due from ABC.
6. Students will be responsible for the cost of books, workbooks and student kits. A $400 deposit is due prior to the start of the program, balance for intermediate kit due on or before advancing to the intermediate level. Payment plans for the $400 deposit can be made directly thru the ABC Admissions Office. All deposits not placed on a payment plan prior to the April 15 in-school registration period that are received after April 15 of the given years are subject to a penalty of 10%.

7. All Programs will be instructed in ENGLISH accept for the Cosmetology 1500 hour Program which can be instructed in Spanish.
8. All State Boards will be offered in ENGLISH accept for student's participating in the Spanish 1500 hour Cosmetology Program.
9. Allow students of the program to park in the general student parking lots located on the east end of the parking lot.
10. Provide District No. 300 with a letter from its insurance carrier confirming liability insurance coverage for its students in the amounts of $1,000,000 per accident, $1,000,000 property damage, and also agree that it shall hold harmless and indemnify District No. 300 from and against any and all liability for damages to persons and property arising from use of its instructors, equipment, and facilities in connection with the educational services to be provided by ABC School of Cosmetology. 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 request.
11. **For high school graduates who successfully completed the requirements set forth for advancement to the Intermediate Level(s) of the cosmetology, barbering, and esthetics programs and who matriculate to ABC School of Cosmetology in a license seeking program in the summer semester following graduation, *the following student self-pay rates are guaranteed*:**
    a. **EST103 ESTHETICS INTER #103 (150 Hours): $4950 (student self-pay)**
    b. **EST104 ESTHETICS INTER #103 (150 Hours): $4950 (student self-pay)**
    c. **COS103 COSMETOLOGY INTER #103 (600 Hours): $8950(student self-pay)**
    d. **COS104 COSMETOLOGY INTER #104 (600 Hours): $8950 (student self-pay)**
    e. **BAR103 BARBERING INTER #103 (600 Hours): $7800(student self-pay)**
    f. **BAR104 BARBERING INTER #104 (600 Hours): $7800 (student self-pay)**
    g. **NAIL103 NAIL TECH INTER #103 (25 Hours): $250 (student self-pay if not completed on or before June 30, 2020)**
    h. **NAIL104 NAIL TECH INTER #104 (25 Hours): $250 (student self-pay if not completed on or before August 30, 2020)**

    ***The above rates are for self-pay students only not utilizing outside loans, grants, etc. (ie: Financial-Aide, Veterans GI Bill, DHS Grants, etc.)**

    ***Academic Awards are issued on an individual basis and applied to above level 104 balance.**
12. Indemnify, save harmless, and defend the School District, its Board, Board members, employees, agents, volunteers, and successors against all claims, losses, liability, costs and expenses (including attorney's fees) related to damages to property or person (including death) that may arise out of or in connection with ABC School of Cosmetology & Nail Technology Inc.'s, its employees, agents, volunteers and students negligent acts or omissions or breach of this Agreement.
13. Nothing herein shall be construed as an express or implied waiver relinquishment or release of any common law or statutory privileges and or immunities of ABC School of Cosmetology & Nail Technology, Inc. or any of its Trustees, officers, employees, contractors, volunteers or agents including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Ac, 745 ILCS 10/1-101, et. Seq.
14. Make every full time employee and/or independent contractor who will work directly with students available to the School District for the purpose of 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 permitted to interact with students. ABC School of Cosmetology & Nail Technology Inc. will not be responsible for reimbursing the School District for the checks. The School District must provide a copy of the report to the individual employee, but is not authorized to release it to ABC School of Cosmetology & Nail Technology, Inc. shall check if an employee or agent is listed on the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry.
15. Provide, evidence to the School District that its employees are physically fit to perform the duties required and are free from communicable diseases in compliance with Section 24-5 of the Illinois School Code, 105ILCS 5/24-5.
16. Comply with all applicable provisions of federal and state laws and regulations, including without limitation the Illinois School Student Records Act and Family Educational Rights and Privacy Act (FERPA) in their current and amended forms and all corresponding regulations.

COMMUNITY UNIT SCHOOL DISCTRIC NO. 300 shall:

1. Provide eleven and twelfth grade students that have completed all application requirements as determined mutually by D300 and ABC School of Cosmetology.
2. Student's must be a minimum age of 16 years of age to start an ABC Program.
3. Student's must be a minimum age of 18 years to sit for the State of Illinois in their completed area of study.
4. Provide school specific credit toward GPA and class rank for all District No. 300/ABC Students.
5. Provide the ABC registrar or its designee with a list of high school students who have met the required eligibility, standards and application requirements on or before 30 days before the deadline for invoice release.
6. Provide a set of expectations and release on information signed by parents and students participating in the dual-credit program at ABC School of Cosmetology.

7. Provide ABC School with updated Student information not limited to basic contact, but also educational informational that will be instrumental in the teaching of said students (to include but limited to IEP's, 504's, etc).
8. Pay tuition charges for each student through the scheduled payments for each semester and or summer program. Level 101 invoices will be into D300 District Office on or before June 30 of each renewal year with release of payment to ABC on or before July 30 of said year. Level 102 invoices will be into D300 District Office on or before October 31 of each renewal year with release of payment to ABC on or before December 15 of said year. This release of payment allows ample time for ABC to purchase the required supplies for each semester. Any remaining balances on account are the sole responsibility of said Student(s) for payment to ABC.
9. Provide ABC registrar or designee with copies of all student application materials for usual program admission procedures in accordance with local, state, and federal privacy guidelines.
10. Provide public information promoting the ABC/District No. 300 program in the district's regularly published student registration guide or other publications in accordance with usual district marketing practices.
11. Nothing herein shall be construed as an express or implied waiver, relinquish or release on any common law common law or statutory privileges and/or immunities of D300 or any of its Trustees, officers, employees, attorneys, volunteers or agents, including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, etSeq.

TERMS OF AGREEMENT

This Memorandum of Understanding shall be reviewed every year and revised accordingly. In the event that the funding no longer exists, this agreement shall be terminated in writing with a semester notice by the parties involved including District 300 and ABC School of Cosmetology.

Superintendent School District No. 300	***Owner * ABC School of Cosmetology & Nail Technology, Inc.***
Date	*Date*
*Board President * School District No. 300*	*Board Approval Date*

SERVICES OVERVIEW

ABC incorporated a high school program curriculum in 2004 for area schools. The program is offered to students 16 years of age on up. The students must complete a minimum 15 hours per week in order to qualify for acceptance for their desired program of study. Through the years the programs have grown to now incorporate four entities of study:

- COSMETOLOGY 1500 HOUR PROGRAM
- BARBERRING 1500 HOUR PROGRAM
- ESTHETICS 750 HOUR PROGRAM
- NAIL TECHNOLOGY 350 HOUR PROGRAM

ABC has a strong history and curriculum approved by the Illinois Department of Regulation for students looking for Vocational Training within the Beauty Industry. Our Administrator (Cindy Werba) works hand in hand with both the students and their associate ABC Instructors and the Individual High School Counselors to make sure each student shows accountability in their desired area of study. For 15 years ABC has had a high success rate for students involved in their High School Vocational Programs. The counselors are kept up to date with any issues that may arise during the school year.

High School Vocational Program Hours

Tuesday, Wednesday, & Thursdays from 4:00 – 9:00 pm (15 hour requirement)

*Additional hours: Mondays – Thursdays 9am – 1pm and Saturdays 9am – 1pm These additional are available for make-up classes, due to weather, sickness, school extracurricular schedules, etc.

ABC believes in working with each individual to see how he/she learns the skill being instructed. They strive for both innovative theory and practical sessions that offer both lecture and hands on training to help support each area of their curriculum. ABC tries to accommodate students with IEPs and 504s in order to complete their program. We believe totally that the students educational needs must be a top priority. Teachers work from a 1-1 ratio on up to 1-10 per instructor. Quiet areas are set up for students that need additional time, training, etc. ABC is a professional environment that provides job training for all in attendance. Personal confidence, self-esteem and ethics are also stressed throughout our programs. By "Achieving," Believing we will "Create" the next generation beauty professionals.

See attached individual program curriculums.

Form **W-9**
(Rev. November 2017)
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.
ABC School of Nail Technology DBA

2 Business name/disregarded entity name, if different from above
ABC School of Cosmetology + Nail Technology 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.
9213 South Illinois Route #31

6 City, state, and ZIP code
Lake In The Hills IL 60156

7 List account number(s) here (optional)

Requester's name and address (optional)
Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102

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
25 - 1906838

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 ▶ Cynthia D Heidemann President/Secretary Date ▶ 3-14-2019

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 28% 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) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee[1] 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 300

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: 3-14-2019

COMPANY ABC School of Cosmetology & Nail Technology Inc. — **HOW LONG IN PRESENT BUSINESS?** 17 Years

ADDRESS 9213 South IL Route #31 — **CITY** Lake In The Hills — **STATE** IL — **ZIP** 60156

CONTACT PERSON/REPRESENTATIVE Cindy Heidemann

FAX NUMBER (847) - 458-6509

PHONE AND EXTENSION Main Campus (847) - 458-6500 / (847) - 337-3144 Heidemann

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☒ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE ILLINOIS

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 Education

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

(A) PRESIDENT Cynthia D Heidemann (B) VICE PRESIDENT Arthur W Heidemann Jr

(C) SECRETARY Cynthia D Heidemann (D) TREASURER Arthur W Heidemann Jr

(E) OWNERS, PARTNERS, OR STOCKHOLDERS above

TAXPAYER'S I.D. NO.
FEIN 25-1906838
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable) See Certificate
LIABILITY INSURANCE: $2,000,000 ☒ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation : State Minimum ☐ Greater than Minimum ☐ NA
Required that CUSD be named as an Additional Insured ☒ INSURANCE CO. Am. Family
ALL Indep. Contractors

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
Cynthia (Cindy) Heidemann	President - Secretary
Arthur W Heidemann Jr	Vice President - Treasurer
Cynthia (Cindy) A Werba	Administrator

Average number of ~~employees~~ Ind. Cont. (including affiliates) for four preceding calendar quarters. 5 - 9

Average annual sales for preceding three fiscal years: High Sch. Programs 739,750.00

Floor Space (Square Feet): Manufacturing → Warehouse: Commercial 9,000 sq ft.

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.

NA - all Past Years under current name.

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.	Wolfe Realty	44 N Virginia St. Suite 1A - Crystal Lake IL 60014		815-455-0660 (Diane)
2.	ACGII Property LLC	399 Allendale Rd - Pasadena IL 91106	(Peter)	626-592-0634
3.	Linda Lohr	2875 E. Desert Squirrel Ct - Green Valley AZ 85614		847-980-7805
4.	Lisa Raupp	145 Courtney Ln - Cary IL 6		847-863-1826

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
JPMorgan Chase	310 Randall Rd Lake In The Hills IL 60156	Danielle (Bus. Division)	847-854-3213

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.

Cynthia D Heidemann
SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Cynthia D. Heidemann, Pres / Sec.
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

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/15/2019

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 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
Michael J Sparks
33 W HIGGINS RD STE 3010
SOUTH BARRINGTON, IL 60010
(847) 985-0121 (074/809)

CONTACT NAME: Michael J Sparks
PHONE A/C, No, Ext): (847) 985-0121 FAX (A/C, No): (847) 985-0480
E-MAIL ADDRESS: mspark1@amfam.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : American Family Mutual Insurance Company, S.I.	19275
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
ABC School of Cosmetology and Nail Technology, Inc
9213-9217 S State Route 31
Lake In The Hills, IL 60156

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ ☐						BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) BODILY INJURY 	$ $ $ $ $
A	☒ COMMERCIAL GENERAL LIABILITY ☐ ☐ CLAIMS-MADE ☐ OCCUR ☐ _____ ☐ _____ GEN'LAGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER _____			12-XN3019-01	09/05/2018	09/05/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 100,000 $ $ 1,000,000 $ 2,000,000 $ 2,000,000 $
	☐ **UMBRELLA LIAB** ☐ OCCUR ☐ **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE 	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

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

CERTIFICATE HOLDER
District 300
2550 Harnish 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
Michael Sparks

ACORD 25 (2014/01)

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WOLF REALTY

44 N. Virginia Street Suite 1A Crystal Lake, Illinois 60014

815-455-0660

March 15, 2019

To Whom It May Concern:

I am writing this letter of recommendation for Cindy Heidemann, owner of the A.B.C. School of Nail Technology in Lake In The Hills. Cindy has leased a commercial condo/unit, located at 9213 S Route 31, Lake in the Hills, Illinois, from me since January 2008. Then as her business continued to grow, Cindy required additional space for expansion and leased a second unit from us at 9215 S Route 31.

Cindy has been a good and stable tenant. Her monthly payment has been consistently on time and accurate. Cindy continuously shows respect to the property and other tenants on the property.

If I can assist you with further information regarding A.B.C. School of Nail Technology residency at my property, please feel free to contact me.

Thank You,

Donald Wolf Sr

Donald Wolf Sr.

ACG II Property, LLC

March 17, 2019

Reference for ABC School of Cosmetology re: High School District 300 Vocational Program

ABC School of Cosmetology has been a tenant of ACG II Property for over a decade. The school has expanded in size, establishing that it is well managed and committed to its mission and community. Throughout this time, the school has been stable, reliable, and a joy to worth with. We look forward to continuing our relationship with the school for years to come.

If you have any questions, please contact me at (626) 592-0634.

Derek Rogers

Managing member
ACG II Property, LLC

Subject Letter

From Lisa Raupp

To: nailqueen@ameritech. net <nailqueen@ameritech.net>

Date Tue, Mar 5 2019 at 8:58 AM

Dear District 300,

I have had the privilege and opportunity to be a guest speaker and educator at ABC school of cosmetology. I am always impressed with the caliber of education students receive while attending the school. I love that they bring in outside speakers who are in the industry to give the students a perspective of being in the working world. I feel this opportunity is extremely important for those interested ins career in the cosmetic industry .

Thank you ,

Lisa Raupp
Independent Sr. Sales Director
(847) 863-1826 call/text
www.marykay.com/lraupp

Linda M. Lohr
2275 E. Desert Squirrel Ct.
Green Valley, AZ 85614
Email: Linda@LindaLohr.com
Phones: 847-980-7825

March 14, 2019

Vocational Education Department
High School District 300
2550 Harnish Drive
Algonquin, IL 60102

Dear Sir or Madam:

I am writing this letter to strongly recommend Cindy Heidemann and ABC School of Cosmetology and Nail Technology in Lake in the Hills, Illinois to provide Vocational Education to the students of High School District 300.

I have known Cindy, both personally and professionally, since before she started her School fifteen years ago. I have always known her to be an outstanding person and business woman. ABC offers a quality education to her students and Cindy takes a personal interest and dedication to each of her students. ABC provides High School Vocational Programs and Veteran Rehab Programs through Workforce. Bi-lingual programs are offered. She is personally devoted to the success of every one of her students through their classes and gainful employment in their fields of study.

I was self-employed in the Northwest Suburbs of Chicago until my recent retirement to Arizona. I know the challenges and rewards of running a business. I have always known Cindy to be a completely ethical business woman. She is totally dependable and has always met or exceeded the financial obligations of her business. From the start of her business, she has been an active member of the community. She encourages her students to do the same and volunteer in community activities, by the example she sets. I remain in close personal contact with Cindy and the growth and development of ABC, generally visiting her at the School at least twice a year.

I totally encourage High School District 300 to partner with ABC School of Cosmetology and Nail Technology.

Sincerely yours,

Linda M Lohr

Linda M. Lohr

Michael J. Sparks Agency, Inc.
American Family Insurance
Michael J. Sparks
33 W Higgins Road Suite 3010
South Barrington, IL 60010
Phone: 847-985-0121
Fax: 847-985-0480
E-Mail: mspark1@amfam.com

March 15, 2019

ABC School of Cosmetology and Nail Technology, Inc
9213-9217 S State Route 31
Lake In The Hills, IL 60156

ABC School of Cosmetology and Nail Technology, Inc has been a client of my family since 1998, They have been nothing but outstanding business owners and members of the community.

I have personally known the owner Cindy Heidemann since 1996. She is an amazing woman and has a wonderful family. Cindy has maintained a bright and strong outlook no matter what life as thrown at her.

I would personally recommend Cindy and ABC School of Cosmetology and Nail Technology, Inc to any of my friends, family, clients, or colleagues. They are great group of people and I am proud to work with them.

Sincerely,

Michael J. Sparks
Your American Family Insurance Agent

American Family Mutual Insurance Company, S.I. & Its Operating Companies, American Family Life Insurance Company, 6000 American Parkway, Madison, WI 53783

13233 Rev 1/17

REFERENCES

LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** Village of Lake In The Hills (Russ Ruzanski, Village President)

   ADDRESS: 600 Harvest Gate

   CITY, STATE, and ZIP CODE: Lake In The Hills IL 60156

   TELEPHONE NUMBER: 847-960-7400

   CONTACT PERSON: Ruzz Ruzanski

   EMAIL ADDRESS: contact thru website lith.org

   DATE OF SERVICES: 2002 - 2019 (Present)

   DOLLAR AMOUNT OF THE JOB: Ø compensation ABC + STaff have alway worked various events as volunteers

2. **ORGANIZATION:** Graduate Student: Ann Hofmann

   ADDRESS: 1407 Washington Street

   CITY, STATE, and ZIP CODE: Lake In The Hills IL 60156

   TELEPHONE NUMBER: 815-354-2295

   CONTACT PERSON: Ann Hofmann

   EMAIL ADDRESS: ahofmann@mail.bradley.edu

   DATE OF SERVICES: 2004 - return bi yearly for Cont. Education courses

   DOLLAR AMOUNT OF THE JOB: Cosmetology Scholarship 2004

REFERENCES (CONT.)

3. **ORGANIZATION:** Student / Graduate Donna Tauler

ADDRESS: 332 Country Ln.

CITY, STATE, and ZIP CODE: Algonquin IL 60102

TELEPHONE NUMBER 847-404-6815

CONTACT PERSON: donna@tauler.org - Donna Tauler

EMAIL ADDRESS: donna@tauler.org

DATE OF SERVICES: 2002 - PRES. CEU

DOLLAR AMOUNT OF THE JOB: NA

OFFEROR'S NAME: Cindy Heidemann

SIGNATURE: Cindy Heidemann

DATE: 3-4-2019

COMMENTS – See attached letters of reference
additional letters upon request

Landlords Don Wolfe @ Diane@wolferealtyinc.com 815-455-0660
Derik Rogers @ derek@derekjrogers.com
1-626-592-0638

600 Harvest Gate
Lake in the Hills, IL 60156
(847) 960-7400
Fax: (847) 960-7415
www.lith.org

March 5, 2019

Dear D300 Board of Education,

ABC School of Cosmetology has been in the Village since 2002 and has offered quality education at affordable prices. They were the recipient of the Village's Gordon Larsen Business Achievement Award in 2006 and again 2018 for the Employer of Choice category. The program recognizes businesses in Lake in the Hills each year that excel in one of the following categories: Best Customer Service, Best Community Service, and Employer of Choice. ABC School of Cosmetology has also had the D300 Vocational Program since 2014 and would love the opportunity to continue to bring their expertise to area students.

Regards,

Russ Ruzanski
Village President

To whom it may concern,

I wanted to convey my genuine recommendation that ABC School of Cosmetology should remain the school of choice for District 300's Vocational Program.

I went through the program while I was in high school. I went to school in the evening and learned so many of the skills that have carried me through to current day. I completed the program at the age of 18 and went on to complete two business degrees (bachelors & masters). What I learned in my time balancing high school and cosmetology was critical to my success because it provided the foundational time management skills, study skills and networking abilities that perpetuated my success.

This program teaches skills that not only lead to a fantastic career, but it also is facilitated by instructors and business women that have truly inspired me. I would not be the woman that I am today if I had not gone through this program and I hope that D300 continues to support the partnership so that other high school women can obtain the same benefits that I did.

Please feel free to contact me if you have any further questions!

Ann Hofmann
815-354-2295
ahofmann@mail.bradley.edu

Donna Tauler

332 Country Lane

Algonquin, Illinois 60102

847-404-6815 donna@tauler.org

Dear District 300 vocational program,

I am writing you today to recommend that ABC Cosmetology, Barber, Esthetics and nails be allowed to continue as a school of choice for District 300 students.

I myself am a graduate of the school and gained the skills needed to pass the state boards. I gained the knowledge to be able to open my own salon. The support that I received from them was huge. I could call them anytime with questions and guidance. I do have some specific reasons for you to continue to have them be the school of choice for D300.

- *It is in a convent location for students in our district.*
- *ABC has a curriculum in place that will help them succeed.*
- *ABC prides itself on teaching students how to have customers be safe in a salon.*
- *Salon sanitation is stressed. This protects clients and staff in a salon.*
- *Working as a team when you are out working in a salon.*
- *ABC makes sure all the state procedures are taught and followed.*
- *The teachers watch the students closely and are always there to correct, advise, support and help the students to master their skills.*
- *Teachers will take all the time needed to help students understand the process that are being taught.*
- *Students are closely monitored when working with clients. This ensures that the student understands the correct process to provide clients with the very best outcome.*
- *I have never seen a student belittled for asking questions or for help.*

I still return to the school for services. I am never disappointed with the out come. I am a stickler for clean salons and this one is tops. Students are taught to behave in a professional manor while at the school.

This school, the owner and teachers live in the district, I was glad when they became a school of choice. D300 supporting local small businesses was a big deal.

I am hopeful that you will keep ABC as a school of choice. They are working hard to properly train the next generation of salon staff.

If you have any questions or would like to speak to me further on this subject, please feel free to contact me at anytime.

Thank you for your time.

Best Whishes

Donna Tauler

Dear D300 Board Members,

As a graduate of ABC School of Cosmetology, Barbering, Esthetics & Nails, I strongly feel that D300 should continue to be the school of choice for you vocational program.

While attending ABC, I learned so much more about the field I was studying. They taught me life skills of being in this wonderful and exciting industry. I learned what it takes to succeed and do what I love. As I was in school, I met many of the high school students attending ABC. I saw how they were challenged in every aspect of study and were pushed to reach their potential. So many of them would tell me how happy they were that the instructors at ABC cared about them as individuals going into a fast paced industry.

The instructors at ABC are highly trained, certified and talented in their respective fields. They are constantly learning the latest trends and taking what they learn, back to us, their students. I couldn't have asked for better instructors. Now, while I am working in my field, I feel confident that I have been trained beyond what the state of Illinois requires. ABC goes above and beyond that.

Once again, please keep ABC School of Cosmetology, Barbering, Esthetics & Nails D300's school of choice for the vocational program.

Sincerely,

Janet Marczyk

Friday, March 15, 2019

To Whom It May Concern,

I have known Cindy Heidemann for over 40 years. I've seen ABC grow from a small business to triple maybe even quadruple in size. Her growth was not all at once but in small increments to make sure she was doing it right. She always made sure that she had the right teachers in place and the proper curriculum before she expanded. She started with the nail program first, then added cosmetology and so on.

Cindy's approach has always been to make sure the students were taught the right way without short cuts. I've seen ABC instill a code of ethics to their students so that when they obtain their license, they are prepared to take on the public in their new role. I've also seen her give students every opportunity to succeed even when financial difficulties presented themselves. If a student was sincere about getting their license Cindy helped him/her achieve that goal.

I have also been a client of the school and have had many opportunities to observe the teachers in action along with the current students. I wouldn't hesitate to recommend them to anyone looking to get their license or to go there as a client.

Sincerely,

Ms. Patricia Jurewicz

Lake in the Hills, IL
(847) 533-1769

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 proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

ABC School of Cosmetology & Nail Technology Inc, as part of its bid for the D300 Vocational Cosmetology, Barbering Esthetic & Nail Technology Programs work for Community Unit School District #300, Carpentersville, 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: ABC School of Cosmetology & Nail Technology Inc.

By: Cynthia D Heidemann
(Signature)

Cynthia D Heidemann
(Printed Name & Title) Pres./Sec.

SUBSCRIBED and SWORN TO before me

This 15 day of March, 2019

Iliana Arias
NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public – State of Illinois
My Commission Expires Sep 9, 2021

CERTIFICATE OF COMPLIANE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

ABC School of Cosmetology & Nail Technology, Inc., having 5 or more independent contractors, 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 contractors engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Act and, further certifies that it not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: ABC School of Cosmetology & Nail Technology, Inc.

By: Cynthia D. Heidemann
(Signature)

*Cynthia D. Heidemann * President/Secretary/Master Instructor*

SUBSCRIBED and SWORN TO before me

This 15 **day of** March **, 2019**

Iliana Arias

NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public – State of Illinois
My Commission Expires Sep 9, 2021

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: NA - no employees see prior page for Independent Contract. CH

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____

NOTARY PUBLIC

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

ABC School of Cosmetology & Nail Technology, 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: ABC School of Cosmetology & Nail Technology Inc.

By: Cynthia D. Heidemann
(Signature)

Cynthia D. Heidemann
(Printed Name & Title) Pres. / Sec.

SUBSCRIBED and SWORN TO before me

This 15 day of March, 2019

Iliana Arias

NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public – State of Illinois
My Commission Expires Sep 9, 2021

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

ABC School of Cosmetology & Nail Technology 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 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: ABC School of Cosmetology & Nail Technology Inc.

By: Cynthia D. Heidemann
(Signature)

Cynthia D. Heidemann Pres. Sec.
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 15 day of March, 2019

Iliana Arias
NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public - State of Illinois
My Commission Expires Sep 9, 2021

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) proposal 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 proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

ABC School of Cosmetology & Nail Technology, as part of its bid for the Cosmetology, Barber, Esthetic & Nail Technology Vocational Programs work for Community Unit School District #300, Carpentersville, 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: ABC School of Cosmetology & Nail Technology Inc.

By: Cynthia D Heidemann
(Signature)

Cynthia D. Heidemann
(Printed Name & Title) Pres. /Sec.

SUBSCRIBED and SWORN TO before me

This 15 day of March, 2019

Iliana Arias
NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public – State of Illinois
My Commission Expires Sep 9, 2021

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

ABC School of Cosmetology & Nail Technology Inc, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Anyone violating this provision could be subject to having their contract terminated at the sole discretion of the Board of Education.

Board Policy -
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: ABC School of Cosmetology & Nail Technology Inc.

By: Cynthia D Heidemann
(Signature)

Cynthia D. Heidemann
(Printed Name & Title) President / Sec.

SUBSCRIBED and SWORN TO before me

This 15 day of March, 2019

Iliana Arias
NOTARY PUBLIC

ILIANA ARIAS
Official Seal
Notary Public – State of Illinois
My Commission Expires Sep 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 School 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 Cynthia D Heidemann

Witness Sandra

Dated: 3-14-2019

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.

Cynthia D. Heidemann
(Printed or Typed Name of Applicant Employee)

Cynthia D Heidemann
Signature of Applicant or Employee

Dated: 3-14-2019

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.

Cynthia A. Werba
(Printed or Typed Name of Applicant Employee)

Cynthia A. Werba
Signature of Applicant or Employee

Dated: 3/14/19

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.

Tracy Lynn Bartlett
(Printed or Typed Name of Applicant Employee)

Tracy Lynn Bartlett
Signature of Applicant or Employee

Dated: 3-14-19

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.

Regina M. Garapolo
(Printed or Typed Name of Applicant Employee)

Regina M. Garapolo
Signature of Applicant or Employee

Dated: 3/14/19

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.

SUSAN K GRANT
(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

Dated: 3-14-19

Appendix A - Functional Matrix RFP - Cosmetology School Services

	Question		Yes/ No	Comments
A	**School Term Criteria**			
A.1	Can your program align with the District 300 Calendar?	Critical	Yes	Copy for current year attached
A.2	Can your program offer supplemental classes/hours?	Critical	Yes	Student's are required TWTH evenings 4-9pm but may attend other times when Student's scheudles allow.
A.3	Are all beauty school teachers state certified and maintain current industry certification in accordance with the Barber, Cosmetology, Esthetics and Nail Technology Act of 1985?	Critical	Yes	Copies of licensures attached for review.
A.4	Are all beauty school teachers formally evaluated?	Critical	Yes	Team members are evaluated annually and on an as needed basis.
A.5	Is the beauty school partner willing to work collaboratively with District 300 in regards to student records for purposes of grading and funding?	Critical	Yes	Student's records are available through Administrator at any given time. Students review their progress 3-4 times per year. All hours are maintained on computerized fingerprint log system.
A.6	Would the beauty school agree to maintain all records of student participants in accordance with the Student Records Act, 105 ILCS 10/1 et seq., and disclose or release such records in accordance with the Act and District 300 policies?	Critical	Yes	We take pride in our record keeping and reviews of all participants. Records can be made available upon request.
A.7	Mid-term and final grades provided from the entity to District 300, as well as something about provide communication with school staff related to student progress and concerns. Also, does purchasing have an RFP from a similar service that we could compare?	Critical	Yes	Mid-term and final grades are provided a minimum of 7-10 days prior to each terms deadline. ABC has been providing grades for 5 sessions for D300 and various other Schools since 2004. Please feel free to contact our Administrator, Cindy Werba or Beth McKinney (DC) Alison Casey (HDJ) or Tony Lis (Hampshire).
B	**Training Methods/Course of Study**			
B.1	Can you provide a written course of study, including details?	Critical	Yes	Copy of curriculum included.
	Please provide for review. How does evidence regarding job placement and evidence of specific certifications tie into course of study, curriculum?		YES	Curriculums are initiated through the IDFPR. ABC has incorporated their High School Programs to follow the State requirement and also allow for internships for qualified students. Job placement per the IDFPR is not guaranteed for applicants, however, ABC has one of the strongest licensure and placement ratings. ABC offers board reviews and restorations for candidates that come from other schools and are unable to pass their boards. These candidates are usually refered to ABC by the IDFPR.
B.2	Does your program meet state program requirements?	Critical	Yes	ABC has a 99.9% passing rate on State Board and some of the highest board scores including 100%!
	Please provide for which program(s): Cosmetology, Esthetics, Barbering, Nail Technology, etc.		Yes	ABC is one of the only schools in Midwest that is licensed to teach all 5 major programs. It is also a Licenced Continuing Education Sponsor through the Dept of Prof. Regulation for all 5 programs and has recently been awarded the special license for the instruction on Domestic Violence. ABC also offers various Certification Programs for Licensed Technicans to expand on their scope of practice.

REQUIRED

B.3	Does instructional programming include a variety or combination of instruction and clinical work?	Critical	Yes	Yes theory and practical are kept balanced for the student. Some schools teach first 8 weeks of theory and then the rest on the floor, however, ABC does not. We review the theory and practical usage throughout the program so that it remains fresh on their minds. Hands on approach with individual instruction to see how each student learns is our mission.
	Please provide an overview of instructional approaches and clinical work experiences.		Yes	Lecture, Visual, and Hands On classes are only a few ways we maximize the learning experience. We also use assignments and projects that support job training for the industry. Field trips allowing for hands on experience are also provided.

Appendix A - Functional Matrix RFP - Cosmetology School Services

C	**Continued Support**			
C.1	What is the beauty school's policy if a student completes the program and fails the State of Illinois Cosmotology exam?	Critical	Yes	Per State Law a student has 3 attempts to pass the State Board. We have never had an ABC student fail 3 times! ABC's policy is to works with each student so he/she is ready and comfortable prior to sitting for the Board. We offer FREE board reviews that aide in review and retention for our students. The Dept. of Regulation also refers students
C.2	Would the school be willing to work with students in their Junior and Senior Year?	Secondary	Yes	Especially for the Cosmetology, Barbering and Esthetic Programs. These are longer programs and take time for students. The Nail Program can be completed in one year barring any major absences. However, if need be we would start Junior Year with the Nail Program also. It would definately be a plus for the students to start at this stage. They must be 16 years of age to begin and can sit for their State Board at age 18. We have had various students that
D	**References**			
D.1	Would you provide an institutional client reference list such as school districts, colleges, etc.?	Secondary	Yes	references from current students, clients, and past graduates available upon request.
E	**Fee Structure**			
E.1	What is the current beauty school fee structure?	Critical	Yes	see attached
E.2	Please provide current fee structure overview.	Critical	YES	see attached
E.3	Please provide detail of Kit Fee	Secondary	YES	See attached kit breakdown.
E.4	Due to semesters in high school, would the school be willing to invoice in semesters?	Secondary	YES	We currently invoice once in for Level 101 (Fall) Level 102 (Spring) Had two Students billed for Summer 2018.

REQUIRED

2018-2019 ABC CALANDER

*Calendar of events subject to change without notification

DEC 21, 2018 - JAN 13, 2019	WINTER BREAK
14-Jan	CLASSES RESUME
21-Jan	MARTIN LUTHER KING DAY * CAMPUS OPEN
JAN 21- FEB 1	NEW STUDENT * JANUARY PROGRAM START DATES
FEBRUARY 11 - 15	NEW STUDENT * FEBRUARY PROGRAM START DATES
FEBRUARY 18,2017	PRESIDENT'S DAY * CAMPUS OPEN
MARCH 11-15	NEW STUDENT * MARCH PROGRAM START DATES
MARCH 30 - APRIL 1	AMERICA'S BEAUTY SHOW 2019 * CHICAGO, ILLINOIS
MARCH 23 - APRIL 2	SPRING BREAK * CAMPUS CLOSED
APRIL 2ND	CLASSES RESUME FROM SPRING BREAK
APRIL 9 - 13	APRIL PROGRAM START DATES
APRIL 19 - 22	EASTER BREAK * CAMPUS CLOSED
23-Apr	CAMPUS REOPENS
MAY 13 - 17	NEW STUDENT * MAY PROGRAM START DATES
MAY 24-27	MEMORIAL DAY HOLIDAYS * CAMPUS CLOSED
JUNE 10-14	NEW STUDENT * JUNE PROGRAM START DATES
JULY 3 - 7	INDEPENDENCE DAY BREAK * CAMPUS CLOSED
JULY 8TH	CLASSES RESUME
JULY 15-18	NEW STUDENT * JULY PROGRAM START DAYS
JULY 28 - 29	SKIN INC - FACE & BODY SHOW * ROSEMONT, ILLINOIS
TBA	HIGH SCHOOL VOCATIONAL PROGRAM ORIENTATION
TBA	NEW STUDENT * AUGUST START DATES
TBA	D300 START DATE 2019 VOCATIONAL PROGRAM
AUGUST 30 - SEPT 2	LABOR DAY BREAK * CAMPUS CLOSED
SEPT 16-20	NEW STUDENT * SEPTEMBER PROGRAM START DATES
OCTOBER 14-18	NEW STUDENT * OCTOBER PROGRAM START DATES
11-Nov	VETERAN'S DAY * CAMPUS OPEN
NOVEMBER 11-15	NEW STUDENT * NOVEMBER PROGRAM START DATES
NOVEMBER 27-DECEMBER 1	THANKSGIVING DAY BREAK * CAMPUS CLOSED
DECEMBER 9-13	NEW STUDENT * DECEMBER PROGRAM START DATES
DEC 20, 2019 - JAN 12, 2020	WINTER BREAK * CAMPUS CLOSED
13-Jan	CLASSES RESUME

*All changes to calendar will be posted for view in Educational Center.

Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
ABC SCHOOL OF NAIL TECHNOLOGY INC	Lake In The Hills, IL 60156	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
013000754	LICENSED COSMETOLOGY SCHOOL	ACTIVE	03/26/2008	07/07/2018	09/30/2020	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
190000393	BCENT CONTINUING EDUCATION SPONSOR	ACTIVE	10/14/2005	12/19/2018	12/31/2020	N
290000003	BCENT DOMESTIC VIOLENCE CE SPONSOR	ACTIVE	02/26/2019	02/26/2019	02/26/2021	N

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Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
CINDY HEIDEMANN	LAKE IN THE HILLS, IL 60156	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
170000273	LICENSED NAIL TECHNOLOGY TEACHER	ACTIVE	08/04/2004	10/22/2018	10/31/2020	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
169015222	LICENSED NAIL TECHNICIAN	NOT RENEWED	02/21/2002	08/10/2006	10/31/2008	N

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Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
CYNTHIA A WERBA	LAKE IN THE HILLS, IL 60156	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
170000310	LICENSED NAIL TECHNOLOGY TEACHER	ACTIVE	11/17/2006	10/29/2018	10/31/2020	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
169019578	LICENSED NAIL TECHNICIAN	INACTIVE	02/09/2006	08/10/2006	10/31/2008	N

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Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
Tracy L Bartlett	Bloomingdale, IL 60108	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
012007562	LICENSED COSMETOLOGIST TEACHER	ACTIVE	10/30/2009	09/24/2018	09/30/2020	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
006065642	LICENSED BARBER	ACTIVE	09/04/2018	09/04/2018	07/31/2019	N
011266074	LICENSED COSMETOLOGIST	NOT RENEWED	03/18/2004	09/27/2011	09/30/2013	N

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Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
REGINA M GARAPOLO	LAKE IN THE HILLS, IL 60156	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
169025080	LICENSED NAIL TECHNICIAN	ACTIVE	08/07/2014	10/22/2018	10/31/2020	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
011314147	LICENSED COSMETOLOGIST	ACTIVE	10/14/2016	09/08/2017	09/30/2019	N

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Illinois Department of Financial and Professional Regulation

Lookup Detail View

Contact

Contact Information

Name	City/State/Zip	DBA
SUSAN KATHERINE GRANT	CARY, IL 60013	

License

License Information

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
169024423	LICENSED NAIL TECHNICIAN	NOT RENEWED	06/19/2013	10/28/2014	10/31/2016	N

Other Licenses

Other Licenses

License Number	Description	Status	First Effective Date	Effective Date	Expiration Date	Ever Disciplined
131011003	LICENSED ESTHETICIAN	ACTIVE	11/06/2015	09/07/2017	09/30/2019	N
227013282	Licensed Massage Therapist	ACTIVE	08/15/2011	01/02/2019	12/31/2020	N

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A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY, INC.

9213 Route 31 * Lake In The Hills IL 60156

COSMETOLOGY CURRICULUM
1500 HOURS
LICENSE 013-000754

HOURS PER SUBJECT	SUBJECT	TOTAL COURSE HRS
	BASIC TRAINING	
	TOOLS AND THEIR USE	10
	SHAMPOO	10
	UNDERSTANDING CHEMICALS AND USE	15
	TYPES OF HAIR	15
	SANITATION	10
	HYGIENE	10
	SKIN DISEASES AND CONDITIONS	15
	ANATOMY AND PHYSIOLOGY	15
	ELECTRICITY	10
	ETHICS	10
	NAIL TECHNOLOGY	15
	ESTHETICS	15
150		150
	PRACTICAL CHEMICAL APPLICATION & HAIR TREATMENT	
	CHEMICAL SAFETY	75
	PERMANENT WAVING	100
	HAIR COLORING, TINTING & BLEACHING	100
	HAIR RELAXING	75
	HAIR & SCALP CONDITIONING	75
	SHAMPOOING, TONING & RINSING	75
500		500
	HAIR STYLING * HAIR DRESSING	
	CUTTING	65
	THINNING	65
	SHAPING	65
	TRIMMING	65
	APPLICATION OF ELECTRICAL/MECHANICAL EQUIPMENT	50
	CURLING	55
	HAIR TREATMENTS	55
	MARCELLING	55
475		475
	SHOP MANAGEMENT, SANITATION & INTERPERSONAL RELATIONS	
	LABOR LAW	15
	WORKER'S COMPENSATION	15
	CLIENT RELATIONS	20
	BOOKKEEPING	15
	MARKETING & MERCHANDISING	15
	EMERGENCY FIRST AID	15
	RIGHT-TO-KNOW LAWS	15
	PERTINENT STATE AND LOCAL LAWS AND RULES	15
	BUSINESS ETHICS	20
	SANITATION	25
	ELECTRICAL DEVICES	15
	PERSONAL GROOMING & HYGIENE	15
200		200
	ESTHETICS	85
	NAIL TECHNOLOGY	55
	ELECTIVES	35
175		175
1500	**TOTAL HOURS**	**1500**

1500 HR BARBER PROGRAM
OFFICIAL SCHOOL CURRICULUM

A.B.C. School of Cosmetology & Nail Technology,Inc.
9213 Route #31 * Lake In The Hills, IL 60156 (847)-458-6500 License #013-000754 EMAIL: nailqueen@ameritech.net

1500 HOUR * BARBER CURRICULUM

HOURS PER SUBJECT	SUBJECT		TOTAL COURSE HOURS
	BASIC TRAINING		
	Barber History	20	
	Barber Law	10	
	Bacteriology	20	
	Infection control	20	
	Safe work practices	20	
	Implements, tools and equipment	20	
	Anatomy and Physiology	20	
	Chemistry	20	
	Electricity	15	
	Light therapy	15	
	Skin Diseases & Disorders	20	
200			200
	PRACTICAL CHEMICAL APPLICATION & HAIR TREATMENT		
	CHEMICAL SAFETY	75	
	PERMANENT WAVING	75	
	HAIR COLORING	75	
	TINTING & BLEACHING	75	
	HAIR RELAXING	75	
	HAIR & SCALP CONDITIONING	50	
	SHAMPOOING, TONING & RINSING.	75	
500			500
	HAIR STYLING * HAIR DRESSING		
	CUTTING, THINNING, SHAPING & TRIMMING	100	
	APPLICATION OF ELECTRICAL/MECHANICAL EQUIPMENT	100	
	CURLING, HAIR TREATMENTS, & MARCELLING	100	
	SHAVING	100	
	MASSAGE	100	
500			500
	BARBER SHOP MANAGEMENT, PERTINENT STATE & LOCAL LAWS AND RULES, SANITATION & INTERPERSONAL RELATIONS		
	LABOR LAW	10	
	WORKER'S COMPENSATION ACT	10	
	CLIENT RELATIONS	20	
	BOOKKEEPING	20	
	MARKETING & MERCHANDISING	20	
	EMERGENCY FIRST AID, RIGHT-TO-KNOW LAWS,	15	
	BUSINESS ETHICS,	20	
	SANITATION ELECTRICAL DEVICES	20	
150	PERSONAL GROOMING & HYGIENE.	15	150
25	**ESTHETICS**	25	
25	**NAIL TECHNOLOGY**	25	
25	**ELECTIVES**	25	
1500	**TOTAL HOURS**		**1500**

750 HOUR ESTHETICS PROGRAM CURRICULUM

A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY, INC.

9213 Route #31 * Lake In The Hills, IL 60156
(847)-458-6500 or 847-337-3144 Fax: 847-458-6509

HOURS PER SUBJECT	SUBJECT	TOTAL COURSE HOURS
	BASIC TRAINING	
75	History of Skin Care	15
	Personal Hygiene & Public Health	15
	Professional Ethics	15
	Sterilization & Sanitation	15
	Introduction to Skin Analysis & Skin Care & Facial Treatments	15
150	**SCIENTIFIC CONCEPTS**	
	Cells, Metabolism & Body Systems	25
	Bacteriology	25
	Physiology & Histology of the Skin	25
	Human Anatomy	25
	Chemistry – Understanding chemicals and their use	25
	Disorders of the Skin & Special Esthetics Procedures	25
500	**PRACTICES & PROCEDURES**	
	Non-Therapeutic Massage, Excluding the Scalp	45
	Nutrition & Health of Skin	45
	Skin Analysis	45
	Cleansing the Skin	45
	Mask Therapy & Facial Treatments	45
	Facial Treatments without the aid of machines	45
	Electricity, machines & Apparatus	45
	Facial Treatments with the aid of machines	45
	Hair removal; including tweezer method, depilitators, waxing & their use	45
	Professional makeup techniques	50
25	**BUSINESS PRACTICES**	
	Illinois Barber, Cosmetology, Esthetics and Nail Technology Act and Rules & Management	12
	OSHA standards relating to chemical use	13
TOTAL HOURS (750)		**(750)**

A.B.C.
SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY, INC.

9213 Route 31 * Lake In The Hills, IL 60156
847-458-6500 or 847-337-3144
Email: nailqueen@ameritech.net Lic. 013-000754

350 HOUR NAIL TECHNOLOGY CURRICULUM

HOURS PER SUBJECT HRS.	SUBJECT	TOTAL COURSE
	ORIENTATION (History of nail care)	5
	PROFESSIONAL IMAGE & ETHICS (Personal hygiene and public health)	3
	Safety & Sanitation in the Salon (Sterilization and disinfection)	10
	Bacteriology	4
	Infection Control (OSHA standards relating to material safety data sheets (MSDS) on chemicals.	5
	Anatomy & Physiology (Disorders of the nails)	10
	Client Consultation	3
50	Nail Products & Chemistry (Chemicals and their use; and Technical applications of chemicals)	10
	RELATED CONCEPTS Cells, metabolism and body systems	7
	Theory of Massage	3
15	People Skills	5
	Machines & Apparatus used in Nail Technology	20
	Manicuring	20
	Pedicuring	20
	Fabric Procedures & Wraps (No Light Gels)	20
	Sculpting Procedures	20
	Massage (Arms, Hands, Legs & Feet)	15
	Acrylic Nails & Acrylic Forms	40
	Other procedures as they relate to nail technology	20
	Gel Nails & Gel Forms (Light cured)	40
	Airbrushing & Nail Art	20
255	Product knowledge as it relates to nail technology	20
	MANAGEMENT	10
	ILLINOIS BARBER, COSMETOLOGY, ESTHETICS & NAIL TECHNOLOGY ACT & RULES	10
	OSHA standards relating to chemical use	5
30	Workers' Compensation Act	5
30		
TOTAL 350 HOURS		**350 HOURS**

ABC School of Cosmetology, Esthetics & Nail Technology

COSMETOLOGY CURRICULUM

BASIC COSMETOLOGY

101

Chpt. 1 History & Opportunity (Due Date for Workbook & Vocabs Thursday Sept. 6, 2018)

***(Chapter 5 Procedures Due Week of August 28, 2018)**

- Early History
- The twentieth Century
- Career Opportunities

Chpt. 2 Life Skills (Due Date for Workbook & Vocabs Thursday September 13,2018)

- Psychology of Success
- Motivation & Self-Management
- Goal Setting24
- Time Management
- Study Skills
- Ethics
- Personality Development & Attitude
- Human Relations

***ASSIGNMENT Goals Chart & Mission Statement* (Due Date Week of September 24, 2018)**

Chpt. 3 Your Professional Image (Due Date for Workbook & Vocabs Thursday Sept. 20, 2018)

- Beauty & Wellness
- Healthy Mind & Body
- Your physical presentation.

***ASSIGNMENT Hygiene Pack * (Due Date Week of Sept. 10, 2018)**

Chpt. 4 Communicating for Success (Due Date for Workbook & Vocabs Thurs. Sept. 27, 2018)

- Communication Basics
- The Client Consultation
- Special Issues in Communication

Chpt. 8 Skin Diease and Disorder (Due Date For Study Guide, Wbk & Voc. Thurs. Oct. 11, 2018)

- Anatomy of the Skin
- Disorders of the Skin
- Maintaining the Health of the Skin

Chpt. 18 Braiding and Braid Extensions

(Due Date For Study Guide, Workbook & Vocabs, Procedures Oct. 25, 2018)

- Client Consultation
- Understanding the Basics
- Braiding the Hair

Chpt. 15 Shampooing, Rinsing & Conditioning

(Due Date For Study Guide, Workbook & Vocabs, Procedures Nov. 8, 2018)

- Types of Shampoos & Conditioners
- Brushing the Hair
- Scalp Massage
- Procedures for Shampooing, rinsing and conditioning
- General Hair & Scalp Treatments.

Chpt. 17 HAIRSTYLING

(Due Date For Study Guide, Workbook & Vocabs, Procedures Dec. 6, 2018)

- Client Consultation
- Hairstyling Basics
- Finger Waving
- Pin Curls
- Roller Curls
- Comb-out Techniques
- Hair Wrapping
- Blow-dry Styling
- Styling: Long Hair * Medium Hair & Short Hair
- Thermal Hair Styling
- Thermal Hair Straightening

102

Chpt. 11 Properties of the Scalp & Hair

(Due Date For Study Guide, Workbook & Vocabs January 17,2019)

- The Hair
- Hair Growth
- Hair Analysis
- Scalp Care
- Hair Loss
- Disorders and diseases of the hair and scalp

Chpt. 5 Infection Control: Principles & Practice

(Due Date For Study Guide, Workbook & Vocabs February 21, 2019)

- Bacteria
- Viruses
- Pathogenic Bacteria
- Parasites
- Immunity
- Principles of Prevention
- Universal precautions
- Safety & State Law

Chpt. 14 Principles of Hair Design

(Due Date For Study Guide, Workbook & Vocabs March 14, 2019)

- Philosophy of Design
- Elements of Hair Design
- Principles of Hair Design
- Creating Harmony between the hairstyle and facial structure
- Designing for men.

Chpt. 21 HAIRCOLORING

(Due Date For Study Guide, Workbook & Vocabs, Procedures April 11, 2019)

- Why do people color their hair
- Color Theory
- Hair Facts
- Types of Hair color
- Consultation
- Application Techniques & Procedures
- Lightening Techniques: Hi & Low
- Special Effects
- Corrective Coloring
- Safety

ABC School of Cosmetology, Esthetics & Nail Technology

BARBERING

BASIC TRAINING: Tools & Their Uses, Shampooing, Sanitation, Hygiene, Sectioning, Braiding, Scalp Massage and Electricity.

101

Chpt. 1 Study Skills (Due Date for Workbook & Vocabs Thursday September 6, 2018)

(Chapter 5 Procedures Due on August 28, 2018)

- Study Skills
- Learning Styles
- Developing Effective Study Habits

***ASSIGNMENT Hygiene Pack * (Due Date Week of Sept. 10, 2018)**

Chpt. 2 History of Barbering (Due Date for Workbook & Vocabs Thursday September 20, 2018)

- Origin of the Barber
- The Rise of the Barber-Surgeons
- Modern Barbers and Barbering
- State Barber Boards

Chpt. 3 Professional Image(Due Date for Workbook & Vocabs Thursday Oct. 11, 2018)

- Your Professional Image
- Human Relations
- The Psychology of Success
- Guidelines for Student Success

***ASSIGNMENT Goals Chart & Mission Statement* (Due Date Week of Sept. 24, 2018)**

Chpt. 10 Properties & Disorders of the Skin (Due Date for SG, W/B & Voc Thur. Nov. 8, 2018)

- Histology of the Skin
- Disorders of the Skin

Chpt. 12 Treatment of Hair & Scalp (Due Date For Study Guide, Workbook & Vocabs, Procedures Thursday Dec. 6, 2018)

- Shampoos and Conditioners
- Draping
- Cleaning & Styling Hair Replacement Systems
- Selling Hair Replacement Systems
- Alternative Hair Replacement Methods

102

Chpt. 8 Chemistry

(Due Date For Study Guide, Workbook & Vocabs Thursday January 17, 2019)

- The Basics of Chemistry
- Matter
- The Chemistry of Water
- Cosmetic Chemistry
- Shampoos and Conditioners
- Rinses & Tonics
- Other Cosmetic Preparations
- United States Pharmacopeia

Chpt. 6 Implements, Tools, & Equipment

(Due Date For Study, Workbook & Vocabs, Procedures Thursday January 31, 2019)

- Combs
- Haircutting Shears
- Palming the Shears and Comb
- Clippers and Trimmers
- Straight Razors
- Additional Barbering Implements, Tools and Equipment

Chpt. 11 Properties & Dis. of the Hair & Scalp (Due Date for SG, W/B & Voc Thur. Feb. 21, 2019)

- The Structure of Hair
- The Chemical Composition of Hair
- Hair Growth
- Hair Analysis
- Hair Loss
- Disorders of the Scalp
- Disorders of the Hair

Chpt. 5 Infection Control & Safe Work Practices

(Due Date For Study Guide, Workbook & Vocabs, Procedures Thursday March 14, 2019)

- Regulation
- Principle of Prevention and Control
- Levels of Prevention & Control
- Prevention & Control Agents
- Solutions and Strengths
- Sanitizers
- Disinfection Procedures
- Standard Precautions
- Public Sanitation & Rules of Sanitation
- Safe Work Practices
- Professional Responsibility

Chpt. 4 Microbiology

(Due Date For Study Guide, Workbook & Vocabs, Procedures Thursday April 11, 2019)

- Microbiology
- Bacteriology
- Blood borne Pathogens
- Viruses
- Hepatitis
- HIV/AIDS
- Parasites
- Immunity

ABC School of Cosmetology, Esthetics & Nail Technology

ESTHETICS CURRICULUM

BASIC ESTHETICS

101

Chpt. 1 History & Opportunity (Due Date for Workbook & Vocabs Thursday Sept. 6, 2018)

- Early History
- Brief History of Skin Care
- Style, Skin Care, and Grooming Throughout the Ages
- Career Opportunities

Chpt. 2 Life Skills(Due Date for Workbook & Vocabs Thursday September 13, 2018)

- Psychology of Success
- Motivation & Self-Management
- Goal Setting
- Time Management & Managing your career
- Study Skills
- Ethics
- Personality Development & Attitude

***ASSIGNMENT Goals Chart & Mission Statement* (Due Date Week of Sept. 24, 2018)**

Chpt. 3 Your Professional Image(Due Date for Workbook & Vocabs Sept. 20, 2018)

- Beauty & Wellness
- Appearances Count
- Your physical presentation
- Professional Conduct

***ASSIGNMENT Hygiene Pack * (Due Date Week of Sept. 10,2018)**

Chpt. 4 Communicating for Success(Due Date for Workbook & Voc. Thursday Sept. 27, 2018)

- Human Relations
- Communication Basics
- The Client Consultation
- Special Issues in Communication
- In-Salon Communication

Chpt. 14 Treatment Room (Due Date For S/G, W/B & Vocab Oct. 11, 2018)

- The Esthetician's Presentation
- Creating a Professional Atmosphere
- Furniture, Equipment, and Room Setup
- Treatment Room Supplies, Disposables and Products
- Three-Part Procedure
- Room Preparation
- After the facial: Decontamination Procedures
- Saving Resources and Money with Green Practices
- Procedures

Chpt. 5 Infection Control: Principles & Practice(Due Date For S/G, W/B & Voc Nov. 8, 2018)

- Bacteria
- Viruses
- Pathogenic Bacteria
- Parasites
- Immunity
- Principles of Prevention
- Universal precautions
- Safety & State Laws & Regulations
- The Professional Salon Image

102

Chpt. 10 Physiology and Histology of Skin (Due Date For S/G, W/B & Vocabs Jan. 17, 2019)

- Skin Facts
- Skin Functions
- Layers of the Skin
- Hair Anatomy
- Nail Anatomy
- Safety and Sanitation
- Nerves
- Glands
- Skin Health

Chpt. 11 Disorders and Diseases of the Skin(Due Date For S/ G, W/B & Voc. Feb. 14, 2019)

- Why Study Disorders and Diseases of the Skin?
- Dermatology and Esthetics
- Lesions of the Skin
- Disorders of the Sebaceous (oil) Gland
- Disorders of the Suderiferous (sweat) Gland
- Inflammations of the Skin
- Pigmentation Disorders
- Hypertrophies of the Skin
- Contagious Diseases
- Skin Cancer
- Acne

Chpt. 12 Skin Analysis(Due Date For Study Guide, Workbook & Vocabs Feb. 28, 2019)

- Skin Types are Genetically Determined
- Sensitive Skin
- The Fitzpatrick Scale
- Diverse Skin Pigmentation
- Skin types Versus Skin Conditions
- Factors that Affect the skin
- Healthy Habits for the Skin
- Contraindications
- Client Consultations
- Performing a Skin Analysis
- Procedures

Chpt. 6 Anatomy & Physiology(Due Date For Study Guide, W/B & Vocabs March 14, 2019)

- Why study Anatomy?
- Cells
- Tissues
- Organs & Body Systems & Functions
- Skeletal System
- Muscular System
- Nervous System
- Circulatory System
- Lymphatic/Immune System
- Endocrine System
- Digestive System
- Excretory System
- Respiratory System
- Integumentary System
- Reproductive System

Chpt 13 Skin Care Products: Chemistry, Ingredients, and Selection(Due Date For S/G, W/B & Voc April 11, 2019)

- Cosmetic Chemistry
- Product Safety
- Ingredients
- Aromatherapy
- Ingredients for Mature Skin
- Product Selection
- Home-Care Products
- Choosing a Product Line

ABC School of Cosmetology, Esthetics & Nail Technology

NAIL TECHNOLOGY CURRICULUM

History & Opportunity (Due Date for Workbook & Vocabs Thursday September 6,2018)

- Early History
- Career Opportunities

Life Skills (Due Date for Workbook & Vocabs Thursday September 6, 2018)

- Psychology of Success
- Motivation & Self-Management
- Goal Setting
- Time Management & Managing your career
- Study Skills
- Ethics
- Personality Development & Attitude

***ASSIGNMENT Goals Chart & Mission Statement* (Due Date Week of September 24, 2018)**

Your Professional Image (Due Date for Workbook & Vocabs Thursday September 13, 2018)

- Beauty & Wellness
- Looking Good
- Your physical presentation

***ASSIGNMENT Hygiene Pack * (Due Date Week of Sept. 10, 2018)**

Communicating for Success (Due Date for Workbook & Vocabs Thursday Sept. 13, 2018)

- Communication Basics
- The Client Consultation
- Special Issues in Communication
- Human Relations
- In-Salon Communication

FILING (Start Filing and Shaping Nails Week of August 28, 2018)

- Hand filing techniques
- Types of hand Files
- Hand filing techniques
- Hand filing for pedicures
- Troubleshooting
- Safety Tips for Hand Filing

Manicuring (Due Date For Study Guide, Workbook & Vocabs September 20, 2018)

*Walk Thru Manicure week of September 10,2018

- Nail care tools
- Setting the station
- Professional Cosmetic Products for Nail Technicians
- Client Consultation
- Manicures: basic & spa
- Safety and Sanitation
- Paraffin Wax Treatments
- Men's Manicures
- Nail Art
- Aromatherapy
- Only the Beginning
- Hand & Arm Massage
- Hand & Finger Waxing

NO CHIP POLISH & SEALS *Walk Thru No Chip Manicure week of September 24, 2018

- LED Gels
- LED Gel Supplies
- When to Use UV vs LED gels and seals
- UV vs LED Light Units & Lamps
- No Chip Manicures
- No Chip Pedicures
- No Chip vs Gel Polishes
- No Chip Polish Maintenance & Removal

PEDICURING (Due Date For Study Guide, Workbook & Vocabs Oct. 4, 2018)

*Walk Thru Pedicure week of October 1, 2018

- Nail care tools
- Setting the station
- Professional Cosmetic Products for Nail Technicians
- Client Consultation
- Pedicures: basic & spa
- Safety and Sanitation
- Paraffin Wax Treatments
- Men's Pedicures
- Leg & Foot Massage
- Foot & Toe Waxing

THE CREATIVE TOUCH (Due Date For Study Guide, Workbook & Vocabs Oct. 11 ,2018)

- Introducing Clients to Nail Art
- Color Theory
- Getting the Look: Art Mediums
- Polishing
- Paint
- Monomer Liquid & Polymer Powder Nail Art
- Gel Nail Art
- No Chip Nail Art
- Embellishments
- Just the beginning!

Nail Tips*Walk Thru Tips week of October 8 ,2018

- Sizing
- Selecting the correct tip

Basics of Chemistry (Due Date For Study Guide, Workbook & Vocabs Oct. 18, 2018)

- Basics of Chemistry
- Matter
- Potential Hydrogen

Basics of Electricity (Due Date For Study Guide, Workbook & Vocabs Oct. 25,2018)

- Electricity
- Electrical Equipment Safety

Nail Product Chemistry Simplified (Due Date For S/ G, W/B & Vocabs Nov. 8, 2018)

- Understanding Chemicals
- Adhesion, Adhesives & Primers
- A Clean Start
- Fingernail Coatings
- Overexposure Principles

Monomer Liquid & Polymer Powder Nail Enhancements (Due Date For S/G, W/B & Voc. Nov. 29, 2018)

- Monomer Liquid & Polymer Powder Nail Enhancements
- Monomer Liquid & Polymer Powder Nail Enhancement Supplies
- Monomer Liquid & Polymer Powder Nail Enhancement Maintenance, Crack Repair, & Removal
- Odorless Monomer Liquid & Polymer Powder Products
- Colored Monomer Liquid & Polymer Powder Products
- Hybrid Monomer Liquid & Polymer Powder Products

E-FILING (Due Date For Study Guide, Workbook & Vocabs Dec. 13, 2018)

- Types of Electric Files
- All about Bits
- Electric filing techniques
- Troubleshooting
- Safety Tips for Electric & Hand Filing

Tips, Wraps & No Light Gel (Due Date For Study Guide, W/B & Vocabs January 17, 2019)

- Wraps
- Dip Acrylic
- Dip Gel
- Resins & Activators
- Maintenance, Repair & Removal

Skin Structure & Growth(Due Date For Study Guide, W/B & Vocabs January 24, 2019)

- Anatomy of the Skin
- Maintaining Skin Health
- Aging of the Skin
- Disorders of the skin
- Preventing Skin Problems in the Salon

Nail Structure & Growth(Due Date For Study Guide, W/B & Vocabs January 31, 2019)

- The Natural Nail
- Nail Anatomy
- Nail Growth
- Know Your Nails

Nail Diseases & Disorders (Due Date For Study Guide, W/B & Vocabs January 31, 2019)

- Nail Disorders
- Nail Diseases

GELS (Due Date For Study Guide, Workbook & Vocabs February 7, 201)

- UV Gels
- UV Gel Supplies
- When to Use UV Gels
- Choosing the Proper UV Gels
- UV Light Units & Lamps
- UV Gel Polishes
- UV Gel Polish Maintenance & Removal

Infection Control: Principles & Practice(Due Date For S/ G, W/B & Vocabs Feb. 21, 2019)

- Bacteria
- Viruses
- Pathogenic Bacteria
- Parasites
- Immunity
- Principles of Prevention
- Universal precautions
- Safety & State Laws & Regulations
- The Professional Salon Image

Anatomy & Physiology (Due Date For Study Guide, Workbook & Vocabs March 14, 2019)

- Why study Anatomy?
- Cells
- Tissues
- Organs & Body Systems & Functions
- Skeletal System
- Muscular System
- Nervous System
- Circulatory System
- Lymphatic/Immune System
- Endocrine System
- Digestive System
- Excretory System
- Respiratory System
- Integumentary System
- Reproductive System
- The Professional Salon Image

Seeking Employment (Due Date For Study Guide, Workbook & Vocabs March 28, 2019)

- Preparing for Licensure
- Preparing for Employment
- Resume & Employment Portfolio Development
- Preparing for a Job Interview
- Finding the right fit!

On The Job (Due Date For Study Guide, Workbook & Vocabs April 4, 2019)

- Transitioning from School to the Work Place
- Out in the Real World
- Managing Your Money
- Discover the Selling You
- Keeping Current & Expanding Your Client Base
- On Your Way

The Salon Business (Due Date For Study Guide, Workbook & Vocabs April 4, 2019)

- Going into Business for Yourself
- Operating a Successful Salon
- Selling in the Salon

INTERNSHIP PROGRAM

A. An Internship Program:

i. May be substituted for 75-150 of the 750 -1500 hour of a program. Programs that are under 750 hours may intern the final 50 hours of said program as set forth in this subsection (a).

ii. May be part of the curriculum of a licensed esthetics school and shall be an organized preplanned training program designed to allow a student to learn their specific skills required within their scope of practice and under direct supervision of a licensed technician in his/her specified field, and in a registered salon. Salon MUST hold a separate registration and licensure other then licensed technicians and owners.

B. A student in the internship program:

i. May participate in an internship program only after completing the required pre-requisites and hours of training and have a minimum average grade of 85. A school may set the average grade higher and set other standards that a student must meet to participate in the internship program. See School Administrator for further information.

ii. Per the Barber & Cosmetology Law of Illinois, interns may not be paid while participating in said internship program as it is a part of their training and curriculum of the school.

iii Interns may work a maximum of 8 hours a day and shall be required to spend 1 day a week at the school. See Administrator regarding logging of hours.

iv. Interns shall be under the direct on-site supervision of a licensed cosmetologist, licensed esthetician, licensed barber or licensed nail technician at all times. Only 1 student shall be supervised by 1 licensed technician at any given time.

- A student is not permitted to practice on the public outside of the licensed school prior to the successful completion of 75 hours of the basic training specified within the Illinois Barber & Cosmetology Law. All work must be under the supervision of a licensed technician and performed at said School.

- NO STUDENT IS PERMITTED TO WORK ON CLIENTS OUTSIDE OF THE LICENSED SCHOOL UNTIL COMPLETION AND PASSING OF ILLINOIS STATE BOARD. FINES, FEES AND POSIBLE RELINQUISH OF LICENSURE MAY OCCUR.

REGISTRATION FEES & INFORMATION

- A $400 non refundable registration fee will due to ABC on or before ___/_____/_____(MM/DD/YYYY).

  Payable: ABC School of Cosmetology.

- Fee schedules for High School Levels 101 – 104 are listed within our Memorandum of Understanding Between Community School District #300 & ABC School of Cosmetology & Nail Technology Contract.

Registration Fee covers:

- **Current Text Book**
- **Current Workbook(s)**
- **Basic Kits for Level 101 & 102**

  Cosmetology: Mannequin, table-top stand, combs, and clips.

  Nails: Basic manicure implements and student acrylic kit.

  Barber: Mannequin, table-top stand, combs, and clips.

  Esthetics: Makeup and Body Brushes

PROPOSAL RESPONSE FORM B

RFP - Cosmetology Services for Educational Purposes for Barber, Cosmetology, Esthetics and Nail Technology

Completed Appendix A must be submitted with this signed response form.

Vendor has received (If applicable):

Addendum #1 Yes_____ No_____
Addendum #2 Yes_____ No_____

COMMENTS AND ADDITIONAL INFORMATION

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract.

ABC School of Cosmetology & Nail Technology Inc
Name of Company/Corporation

9213 S. Route 31
Street Address

Lake In The Hills IL 60156
City, State, Zip Code

847 337-3144
Telephone Number

847 458-6509
Fax Number

60 days
Length of time proposal is firm

Bid Submitted by:
Cynthia D Heidemann
Authorized Signature

Cynthia D Heidemann
Please Type or Print Name

013000754
Illinois License Number

Email address: nailqueen@ameritech.net

***Electronic Proposals will be accepted at bids.purchasing@d300.org until 1:00 PM CT, Friday, March 22, 2019 ***

STUDENT HANDBOOK

ABC School of Cosmetology & Nail Technology, Inc.

9213 South Illinois Route #31
Lake In The Hills, IL 60156

847-458-6500 Main Campus
847-337-3144
Email: nailqueen@ameritech.net
www.abccosmoschool.com

Cosmetology * Barbering * Esthetics * Nail Technology * Masters & Instructors Licensing Programs & Certificate Programs

ABC School of Cosmetology, Barbering, Esthetics, & Nail Technology

At ABC, we are committed to maintain a culture wherein actions speak louder than words. Artistic expression is promoted through creative projects and learning experiences. We deliberately practice excellence, empowering our students to obtain goals, utilizing resources that will enable them to become lifelong learners. The collaboration of parents, faculty, staff and community provide for a caring, academically challenging, and technologically-advanced environment, balanced by fairness for the cultivation of diverse talents, skills, and interests. ABC stays attuned to the latest trends and works with top guest artists in the field in to bring the best educational avenues to our students.

OUR GOAL

Set you're a goal – believe it and achieve it and you will defy gravity!

SLOGAN

A. B. C. Achieve * Believe * Create

MISSION STATEMENT

ABC strives to bring quality education at affordable prices.

We strive to achieve this mission in the best interest of all students, we will deliberately practice the habits of excellence, professionalism, collaboration and continuity.

Without a personal desire and commitment, your dreams and goals cannot come true!

ADMISSION REQUIREMENTS

WHO MAY REGISTER?

- Student's must be a minimum of 16 years of age to register for a program of study.
- Student's must be 18 years of age to sit for the Illinois State Board.
- Copy of High School diploma or GED equivalent if 16 – 18 years of age.
- Enrollment application with required enrollment fees.
- Copy of current United State ID, driver's license and or Passport (photo required for identification purposes.
- Social Security Card or equivalent for registering for State of Illinois Board.
- Copy of IEP or 504 (if applicable)
- Student's age 16 – 20 must have a co-signer/guardian signature for all paperwork.

TRANSFER STUDENTS

- ❖ All transfer applications must be reviewed by the School Administrator prior to acceptance.
- ❖ Official School sealed transcripts must accompany any transfer applications.
- ❖ Each application will be evaluated on an individual basis for acceptance of hours.
- ❖ Updated books, kits, and supplies MUST be purchased in order to transfer in the ABC Programs.
- ❖ A list of required supplies and equipment will be issued by the School Administrator.

PAYMENT OPTIONS

Various payment options are available for qualifying students. An appointment must be scheduled for a tour of the facility and an appointment with Administrator to discuss payment options.

- Payment plans are available for qualifying students. It is the student and co-signers responsibility to make sure all auto payment information is keep updated with the school.
- Payment due dates are either the 1st or 15th of the month. It is the student's and co-signers responsibility to make sure funds are available on the business day prior to the selected due date (see individual contract for due date).
- Late payments: There is a five (5) business day grace period for payments. Late fees will be added after the grace period has elapsed. Coupons and discounts listed at registration will become null and void after the second late infraction. The amount of discount and/or coupon will be added to students balance.
- If dissolution, suspension and or termination occurs all kit, book fees, late fees, bank fees, legal fees, collection fees, tuition (calculated at $30 per completed hours), coupons/discounts and or fines along with the following dissolution fees will be due to the said School within 60 days of said written dissolution, suspension and or termination. NO refunds will be issued on paid tuition (Self Pay Accounts), book and kit bundles, and supplies. Any Title IV, private bank loans, lenders, transfers or dissolutions are handled through the individual loan lender. ABC is not responsible for refunds on fees paid to any outside agencies, co-signers, and or students.
- Student book, lab fees, workbooks, administration fees, and registration fees are non-refundable and due prior to dissolution, suspension and/or termination.
- No transcripts are issued until accounts are paid in full.
- Incomplete programs will be issued an incomplete transcript when account balance is at zero and for the number of hours completed only.
- Any High School Vocational Participants will be issued a transcript through their individual High School District for Levels 101 and 102.
- Transfer Transcripts will be issued directly to transferring school Educational Director.
- Each student is given two (2) copies of their transcript upon completion. Any additional copies are issued at a cost of $20 per copy out 5 years after graduation. After 5 years the fee is $50 per copy.
- Program Dissolution and Termination Fees: Nail Technology....$500 Esthetics.....$750 Barber.....$1000 Cosmetology.....$1000 Instructors.....$1500.
- Payment Plans must be paid in full when specified hours for each subject area have been completed. Failure to pay account in full upon completion of said hours will result in interest being applied to account balance on a monthly basis until account is paid in full. After 60 days the coupon/discount will be voided and amount will be posted for payment including interest. If account is outstanding at 90 days of completion it will be sent to an out-side collection agency with notification sent to the IDFPR.
  - Nail Technology payment due when 250 hrs. completed.
  - Esthetics payment due when 500 hrs. completed.
  - Cosmetology payment due when 1250 hrs. completed.
  - Barbering payment due when 1250 hrs. completed.
  - Instructor Program & Restorations within 6 months of start date.
- Students that do not complete their program on or before the stated completion deadline must apply for an extension through the Administration Department of ABC. Extensions are not guaranteed and are subject to additional fees and penalties.
- All payment plans must be put on an auto payment account. ABC offers Visa, MasterCard and Bank ACH auto payment options. Contact the ABC Administrator for further information and fees.

PAYMENT PLANS must be adhered too at all times. A signed legal contract will be adhered to. Any and all changes to your agreement must be requested in writing and signed by the School Administrator. Late fees, bank fees, collection fees and legal fees are all the sole responsibility of each student. Completed hours are calculated at the $30 per clock hour. Book, Kits, Workbooks, Administration, and Registration Fees are all non-refundable. Any coupons and discounts become null and void with any breach in your contractual obligations. Payments must be kept current. It is the Student's responsibility to keep all billing information updated prior to each with draw.

Attending School is a privilege * You have made the choice to advance your education.

- Be willing to cooperate and respect your fellow students, instructors and clients.
- Be willing to accept constructive criticism. Make mistakes, and own up to them and learn from them.
- Practice * Practice * Practice.
- No one likes to be around someone with a negative attitude. Smile & Be Positive! Negative actions bring on negative outcomes.

Set your goals...Say them out loud. Maintain a persistent, "I am going to make this dream happen." You can defy gravity!!!

❖ ***ABC is not responsible for anyone coming in contact with and/or consuming food, treats, beverages, products, etc. that may in some way cause any form of allergic sensitivity and/or reaction.***

OBJECTIVE

❖ To provide quality education at affordable pricing.

❖ Offer Programs to give the individual student the knowledge he/she will need through theoretical training and practical skills to perform basic techniques for licensure within the curriculum and requirements of the Illinois State Board.

❖ Add-on classes and workshops are available for students and licensed technicians. These classes are not included in the basic program pricing. Registrations must have Administrators prior approval for participation. Pre-requisites can be requested through Admissions for each class.

❖ Students MUST have advance permission for participation in CEU, Add On-Programs, Trade-Shows, and Workshops. Actual CEU Certificates are issued to current licensed technicians only. Hours for participation in any workshops, classes and trade-shows are not guaranteed. Participation is student's sole responsibility.

❖ Completion of any Program is not a guarantee of acceptance or passage for State of Illinois Boards. Final decision is done by the IDFPR (Illinois Department of Financial & Professional Regulation) and their contracted testing agencies. Fees for State Boards are not included in ABC Program Fees. No refunds on completed programs. A current photo State of Illinois ID, Illinois State Driver's License and/or current United States Passport is required for State Boards. This is a State of Illinois regulation and governed by the Illinois Cosmetology & Barber Act and Law.

THE EDUCATIONAL PROCESS

Research shows that the technical skills you will learn represent only about 15% of your opportunity for success.

➢ 85% of your success depends on your own personal development.

➢ You MUST present a positive, professional image and have aspirations and a commitment for success.

➢ You MUST be able to communicate effectively to your clients, instructors, co-workers and students. Remember to build your clientele you must be able to sell not only your services but also products. Effective communication will build confidence and confidence will open avenues to success.

COURSE REQUIREMENTS PER WEEK

COSMETOLOGY = 1500 HRS (15 Vocational * FT: 35 HRS PER WK * PT: 15 HRS PER WK)
BARBERING = 1500 HRS (15 Vocational * FT: 35 HRS PER WK *PT: 15 HRS PER WK)
ESTHETICS = 750 HRS (15 Vocational * FT: 35 HRS PER WK * PT: 15 HRS PER WK)
NAIL TECHNOLOGY= 350 HRS (15 Vocational * FT: 35 HRS PER WK *PT: 9 HRS PER WK)

- **Extensions are not guaranteed and may include additional fees.**
- **Strong attendance will build continuity which will build confidence and consistency!**
- **Missing class does not extend payment plans or program length. Please note that this includes maternity and/or any form of leave of absence (medical or persona).**
- **All homework and assignments are to be completed on the students own time.**
- **Students must be prepared at all times for both theory and practical work.**

Students are given a 60 day grace period from the date of registration to start his/her program. No extensions will be granted and no refunds on pre-paid tuition, registration fees, kits, workbooks and textbook bundles and or tuition.

FOOD & BEVERAGES

- All food must be consumed in break area at all times.
- Student's needing time to snack and/or eat must eat within the break area. If break exceeds 10 minutes student must sign out.
- Beverages must be in a container with a lid to stop airborne dust, vapors, etc.

CONTINUING EDUCATION, JOB PLACEMENT & INTERNSHIPS

- Continuing Education and Specialty Programs are available through ABC. Additional fees are required for participation and are not included within the range of your original contract. Students may not qualify for certification and CEU credits.
- Students offered the opportunity of participating in CEU classes or specialty events participate solely at their own risk.
- Restoration, CEU and Review Programs do not include text books, workbooks, and/or supplies.
- Job placement and internships are not guaranteed for any student in any field.
- Any rules within this document and internship programs must be adhered to at all times.
- Internships are not a required part of the IDFPR curriculum.
- Students selected to participate in a School sanctioned internship participate solely at his or her own risk. ABC is not responsible for travel and/or participation while working on hours within another facility.
- All rules and regulations and stated within the guidelines of ABC and IDFPR law must be followed at all times and functions.
- Certification Programs do not qualify for licensure and are not sanctioned by the IDFPR.
- CEU hours are not available with all certification programs.
- CEU hours must be not product specific for IDFPR approval. It is the Students responsibility to verify through the IDFPR if their class/workshop qualifies for CEU credits.
- ABC is a licensed provider for CEU Education and offers on-line and in-house programs. Graduates can contact the school website for CEU classes and workshop availability.
- CEU Certificates are issued the day/evening of the specified class and cannot be reissued if lost or stolen.
- Job postings are placed on the bulletin board as they become available.
- Students must complete their full program prior to working in their field of study. State Boards must be passed prior to working as a licensed technician. If a student is found to be working prior to graduation and within the protocol of the IDFPR is cause for immediate termination without refund. Do not jeopardize you chances for obtaining and or maintaining your license. If you have questions on protocol students are advised to contact the School Administrator. *This includes all postings on the various social media sights.

PORTFOLIOS –PHOTOS & SOCIAL MEDIA

- PERMISSION for use and publication of any client, instructor, independent contractor, student, etc. MUST be granted in writing prior to taking and or using and photo, audio recordings, private information, etc.
- No photos and comments including and or regarding ABC Corporation, Staff, Administration, Independent Contractors, Student's and/or Clientele are allowed. Posts, tweets, etc. regarding ABC its Staff, Administration, Independent Contractors, Clients, Students, etc., are strictly prohibited. *This includes all postings on the various social media sights.
- Portfolio photos will be taken by a member of the ABC Staff and shared with the student once permission has been granted by the model and School Representative.
- ABSOLUTELY NO CAMERAS (video or still) and audio recordings of any kind, are allowed during theory lectures and/or practical demonstrations, labs, and/or workshops and classes.
- ABC and its associated Spas and Independent Contractors respect the rights to privacy by said Students and Clients.
- **ABSOLUTELY NO CELL PHONES ARE ALLOWED ON THE THEORY AND OR PRACTICAL FLOOR.** Please give your family and friends the 847-458-6500 for emergency contact during your time at ABC.
- Student's that do not adhere to this rule will be given one verbal warning. ABC reserves the right to hold any phones that are brought onto the theory and or practical areas.
  1st Offense: A verbal warning with phone being held by Administrator and if necessary Student will be asked to leave premises without hours.

2nd Offense: Written warning will be submitted to the student's file and forwarded to the IDFPR. Students receiving a written write up may be suspended for a min. of 2 weeks with possible termination.
3rd Offense: Automatic termination without refund. Student will be responsible for any and all financial contractual obligations to school as stated in his/her contract.

- ❖ Legal action will commence for any violations and violators of these rules.
- ❖ ABC is not responsible for phones, ipads, laptops, tablets etc. brought onto and within the School property.

BOARD REVIEWS & BOARD REGISTRATION

- ALL students are offered to attend one (1) Board Review Session for no additional fee within 60 days of completing their program.
- Board Reviews are scheduled with the Administrator ONLY.
- Cancellation of Board Review is an automatic wavier of said complementary offer.
- Cost for additional Board Reviews: $30 per hour block. No ¼ or ½ hour increments. Please note an average Board Review takes approximately 4 – 9 hours to complete.
- Completion of any Program offered at ABC does not guarantee acceptance for sitting for State of Illinois IDFPR Boards, guarantee of passing a State Board, or transfer of transcript to another in or out of State School.
- All information submitted for registration for ABC Programs and the IDFPR must be true and backed up by said Student with documentation if requested. The address on your photo id and identification numbers must match the information upon registration at ABC and any articles sent into the State of Illinois. Denial is not the fault of ABC. ABC is also not responsible for legal action taken against said student should discrepancies arise prior to or after licensure.
- Board Review is a time for focus. No children are allowed to attend said review.

MODELS & CLIENTS

- All students MUST be cleared for practical assignments and model work by the Supervising Instructor.
- In order to perform a practical service in the clinic, the student must have been present for the demonstration and completed the requirements established for said service. Students that are absent during the theory and practical demonstration and lecture portions must make arrangements to work with an instructor to make up the missed classes and any and all assignments.
- **Students must follow the syllabus for due dates and requirements.**
- No models will be scheduled for work that is not to the student's levels.
- All Student's must sign up any model(s) 24 hours prior to said appointment for service. Service must be authorized by the Administrator and an Instructor.
- All minor clients and models must have a parent/guardian signed release form on file prior to services rendered (Models/Clients: age 5 – 20).
- It is ABC's policy that no chemical treatments of any kind be permitted and/or performed on a client under the age of 12 years. All minors MUST have a signed release form on file prior to services being rendered. (Models/Clients: age 5 – 20).
- ABC reserves the right to check a form of id for age verification and parental/guardian signatures.
- No models can be scheduled for services that are not too said requesting students abilities and level.
- Hours will be deducted for students that sign up models and or commit to clients and do not show for appointments. Model cancellations must be into School Office by 9:00 am the morning of scheduled appointments. After second offence the student will be held to a two week suspension followed by possible termination.

ATTENDANCE

- ➢ Flexible Schedules are not a requirement but a benefit offered and earned by those students that are *able* to handle the requirements of his/her own program. Student's

that are unable to be consistent with attendance, theoretical studies and practical skill workshop assignments will be suspended from said flexible schedule and placed onto a formatted program by the Administrator. Re-admittance to the program will be up to the discretion of the Administrator.

- Minimum hours must be adhered to by all students or suspension with possible termination will commence.

Weekly minimum hours:

Cosmetology	15 hours per week
Barbering	15 hours per week
Esthetics	15 hours per week
Nail Technology	9 hours per week

- Student's entering Cosmetology (1500 hour Program), Barbering (1500 hour Program) and Esthetics (750 hour Program) are given 2 years to complete their Program. Nail Technology Student's (350 hour Program) must complete their hours in a minimum of 8 weeks and a maximum of 1 year.
- Weekly hour sign-up sheets are available by the Administrators Office. It is the Student's responsibility to list their availability on a weekly basis.
- The fingerprint time clock is located outside the Administrators office (Suite 9215) for daily clock hours.
- BREAKS: It is the student's responsibility to clock his/herself in and out whenever leaving the building.
- Each student is allowed a maximum of one 10 minute break time per 5 hours of class/study time. If additional time is necessary permission MUST be requested prior to signing in and out by the Educational Director and/or the Administrator. Written documentation from a physician will be required for additional time requests. Failure to sign in and out for extended time periods is deemed action for suspension with possible termination.
- Missed classes to not qualify for extensions on program time and or payment plans.
- Leave of absences are not guaranteed. ABC reserves the right to review the situation including physician documentation prior to approving any leave of absence (maternity, personal, and/or medical).

It is the Students responsibility to be prepared for any and all theory and/or practical class work at all times. If you are not prepared you will be asked to leave the campus and no hours will be granted.

TIME CLOCK

ALL hours are logged per State of Illinois IDFPR protocol. Students will be given both a student ID number and an identification number for calculating hours on the time clock. The time clock utilizes finger print identification for accurate log in. Back up paper log in may be utilized along with the e-print for accuracy checks. Contact Administrator with any questions.

TEST & FINAL EXAMS

- Students may retake all Chapter Tests a total of 3 times. After the third attempt a student fails to pass the Chapter Test a review class for the subject matter will be issued to said student. Students are given one review session per chapter prior to fines.
- Students must wait a grace period of 24 hours upon reviewing a subject matter prior to taking a chapter test.
- Saturday hours are for clinic students. Instructors will be onsite when Saturday hours are scheduled for supervision duties only. No demonstrations, and or theory instruction will be given. **Testing is available with advance notification**. Students are welcome to attend Saturdays to work on theory and practice on their own skills as long as the school is open for regular hours. Advance sign up is mandatory for hours by all students on or before the Thursday prior at 8:00 pm.
- Any change in calendar schedules will posted on white boards in reception area and in classroom. It is the students responsibility to sign up in advance for hours and to check for any class changes or cancellations.
- Students will be given 3 chances to pass their written final exam. After the third attempt a student will have to do a Review Session at the cost of $200 Nail Technology, $300 for Esthetics, $500 for Cosmetology, Barbering and Instructors up to a maximum of 5 attempts. After 5 attempts the student must reregister for a restoration program. Restoration Fees can be obtained through the Administration Office if need be.
- Practical Final Exams are given covering various aspects of the Programs. The Educational director will work with each Student to review the skills that will be tested and the breakdown for each area. Students are graded on set up, presentation of self,

client consult, skill/technique, appropriate time limits for tested skill, post service review with client, and sanitation.

- Students will be given 3 chances to pass their practical final exams. After the third attempt in a specific area/skill a student will have to do a Review Session at the cost of $200 Nail Technology, $300 for Esthetics, $500 for Cosmetology, Barbering and Instructors up to a maximum of 5 attempts. After 5 attempts the student must reregister for a restoration program. Restoration Fees can be obtained through the Administration Office if need be.
- Any and all mandatory projects and presentations given through the student's curriculum must be into said Educational Director prior to specified due date. There are no exceptions.
- It is the Students responsibility to provide their own models and have them pre-approved by the Administrator prior to service rendered.
- The School requires a minimum of ten (10) days advance notice to prepare the necessary paperwork for petitioning for State Boards. Students must provide a credit card for State Board Registration Fees. State Board registration fees are paid directly to the State of Illinois IDFPR Testing Agency and are NOT included within the ABC contractual fees.
- Once the application for the State Board has been completed and sent into the IDFPR Testing Agency or the IDFPR, ABC legally is no longer able to assist the student. It is the student's responsibility to watch for any and all emails and notifications regarding the State Board and State Licensure status. The student will receive documentation directly with directions as to their necessary steps to complete licensure. Copies of the Board Registration are given to the Student for their records.
- It is the Student's responsibility to read any and all notifications regarding Board fees, deadlines, required documentation, etc.
- Completing your program is not a guarantee for sitting for State Boards and/or passing your State Board.
- All Board and Licensing Fees are the sole responsibility of said student.
- All Students must be a minimum of 18 years of age. Photo ID with proof of age will be required.
- All documentation addresses and all pertinent information must match. State approved Photo ID will be required for sitting for State of Illinois Board.
- Upon completion of your Program curriculum and passing your Final Exam with a score of 85% or higher said student will receive an ABC certificate of graduation. No certificates and/or transcripts will be issued to Students with out-standing balances on their accounts or incomplete programs.

LOCKERS & FRIDGE

- **ABC its Staff, Administration, Stockholders, Independent Contractors, Clients, and Student Body are NOT responsible for lost, damaged, and/or stolen articles (personal and/or educational).**
- Lockers are available for use during school hours. Please do not leave property in lockers for more than 30 consecutive days. Students MUST provide their own lock for usage. A copy of the lock key and or combination should be turned into the Administrator prior to placing items in the locker. Locks not removed by the end of the month may be removed at the students cost. ABC its Staff, Administration, Stockholders, Independent Contractors, Clients, and Student Body are NOT responsible for lost, damaged, and/or stolen articles (personal and/or educational) located within lockers.
- **All items must be removed during school calendar breaks for additional cleaning. Any items, equipment, etc. will be discarded at the students cost.**
- No food and beverages are allowed in lockers. Food and beverages can be kept in the fridge located in 9213.
- All items left in lockers will be disposed of without notice after 30 days. All food items must be removed on a daily basis. ABC is not responsible for items left in lockers or the fridge.
- The kitchen area and student lounge areas must be kept clean at all times. Refrigerator tables, sink area, and microwaves MUST be wiped down at all times.
- Do NOT remove food and/or beverages that do not belong to you.
- ABC is not responsible for food or any items left within these areas or within ABC.
- ABC is not responsible for anyone coming in contact with and/or consuming food, treats, beverages, products, etc. that may in some way cause any form of allergic sensitivity and/or reaction.

ABSENSES & EMERGENCY CLOSINGS

ABSENTEEISM IS NOT ACCEPTED TO LENGTHEN PROGRAM AND OR PAYMENT PERIODS. Students that are absent from class for more than 3 consecutive days without prior notice in writing to the Administrator **must** provide Doctors note explaining need for absence. It is the student's and/or Independent Contractors responsibility to make up any and all missed assignments and work within a scheduled allotted time given by the Administrator. Failure to attend your program on a consistent basis is cause for termination.

- **Students MUST contact the School for any absence and or late arrival.**
- **No late arrivals will be allowed for any reason for specialty classes.**
- **School Contact Information:**
  847-458-6500 Main School Number *voicemail available
  847-458-6509 Main School Fax Number
  847-337-3144 Cindy Heidemann * Direct Line (voicemail & text available)
  847-721-6421 Cindy Werba * Direct Line (voicemail & text available)
  Email: nailqueen@ameritech.net Website: www.abccosmoschool.com
- **No refunds will be issued on students and/or independent contractors that are terminated due to a lack of attendance or any other termination issue(s). Any and all applied coupons and or discounts at registration will become null and void and amount will be added to amount due on account balance. Balance due on account due to breach of contract termination will be due in full within 90 days of termination.**
- **Per the Cosmetology & Barber Law and the IDFPR 3 unexcused absences are sufficient grounds for immediate termination from said school without refunds on paid tuition. All fees and will become due and collection process on full amount due will proceed**
- **Students that have been terminated from a Program may write a letter of re-application after a 6 month lapse in time for review for re-acceptance. ALL PAST DUE BALANCES MUST BE PAID IN FULL PRIOR TO RE-ACCEPTANCE. OLD CONTRACTUAL FEES, PAYMENTS AND RATES WILL NOT BE APPLIED OR TRANSFERRED TO A NEW CONTRACT. PAID FEES ARE NON TRANSFERABLE TO ANOTHER STUDENT. Said letter is NOT a guarantee of readmission.**

HOLIDAYS & EMERGENCY SCHOOL CLOSING

ABC will post any extended closings for holidays within the content of the manual. Any changes will be listed within the school for notification purposes within 30 days of the Holiday or Event. Hours are not issued during these closings.

- Emergency school closings (weather, building disruptions, etc.) are posted on our Website www.abccosmoschool.com as soon as notification is available to the Administrative Team.
- **It is the student's responsibility to notify the Administrator of any changes in Cell Phone Numbers, texting access, emails, etc. ABC strives to do their best to notify students in advance of any closings.**
- Students are responsible for any texting and phone charges used for notifications.
- Please use 847-337-3144 to leave any emergency information and or notifications.
- No financial reimbursements are made during scheduled and/or emergency closings.
- Emergency closings are for student, client, and staff safety.

KITS, TEXTBOOKS, AND WORKBOOKS

- ABC's student kits are customized and will not be split or changed for individual students.
- For continuity of learning students must purchase the books sanctioned by the School in order to participate in the ABC Programs.
- Basic kits are included within your program. Tools and supplies required to expand and enhance the basic kit for advance procedures can be purchased separately through the School or local distributors for an additional cost. A list of supplies are available through the Administration Office.
- Students looking to rent a piece of equipment must sign it out and pay any fees in cash. If cash is not available the daily rental fees will be accessed and placed onto the student account with appropriate billing fees.
- **Students are to be prepared for both theory and practical classes at all times. Failure to come prepared may result in being sent home with no hours given.**
- All equipment must be labeled with student identification.
- ABC is not responsible for damaged, lost, stolen, etc. equipment.
- The School will attempt to provide "back bar" services for students. This service is for refilling of customer use containers from larger containers for services provided on a

paying client that is assigned from the Instructor to the Student for services. The refill and replacement is for school owned supplies only. No refills or replacements are allowed for student models, assignments, and or practice. It is the Student and/or Independent Contractors responsibility to refill and replace his/her own product for models, practice and assignment usage.

- Students and Independent Contractors are encouraged to sign up and take advantage of the negotiated discounts with vendors. Identification Cards and Distributor Letters are issued to each student upon his/her first month of class.
- ABC is not liable for providing discounts from distributors. It is up to each individual vender and distributor for any discounts to be applied. This service is left up to the individual vendor and distributors and discounts may not be available on various products and items.
- Replacement student cards and distributor letters will be issued at an additional fee of $15 for the third card and or letter and $25 for the fourth. After this point no replacements will be issued. Expired cards and/or letters will be reissued only when originals are turned in at time for replacement.

DRESS CODE & SHOES

The Student dress code at ABC is a follows:

- **COSMETOLOGY, ESTHETIC, & NAIL STRUDENTS: Solid black scrub pants, solid black scrub top ONLY.**
- **BARBER STUDENTS: Solid black scrub pants, solid WHITE scrub top ONLY.**
- **Scrubs are OSHA approved for working with chemicals and approved and required for wear during your program.**
- No scrubs, jackets, sweaters, etc. containing colored trim and or designs.
- No faded or stained scrub tops or bottoms.
- No Yoga, exercise pants, capris, shorts, skirts, skorts, leggings, or other black pants are allowed.
- You must have free movement to bend without any type of exposure.
- **COSMETOLOGY, ESTHETIC, & NAIL STRUDENTS:** is cold you can wear a solid black turtle neck or long sleeve shirt that can be worn under the black scrub top. Black lab coats and/or aprons are available for purchase for all students by local venders.
- **BARBER STUDENTS** : If a barber student is cold you can wear a solid white turtle neck or long sleeve shirt that can be worn under the white scrub top. White lab coats and/or aprons are available for purchase for all students by local venders.
- Maternity and Big & Tall scrubs are available at local venders if necessary.
- No excessive accessories and jewelry (long necklaces, long earrings, scarves, hoodies, body and facial piercings, etc.) are allowed. These are not part of the dress code and be a safety hazard for both students and clients.
- Any exposed tattoos and/or body art of any kind must be business appropriate.
- CEU Participant's, are requested to wear black pants and tops while participating at ABC. Each individual must be dressed in a professional manor at all times. No torn or inappropriate clothing will be allowed. No tank tops, camisoles, or low cut tops will be permitted. No tops containing designs, script and or defamatory script or photos are allowed. Aprons and jackets should be worn at all times to protect attire.

ALL Students must wear closed toed and closed heeled shoes at all times.
This is a State Law for all members of the Beauty Industry.

- No sandals, slippers, etc. will be allowed.
- Boots are not recommended.
- ABSOLUTELY no sandals and open toed/heeled shoes.
- Shoes should provide strong support and comfort at all times.
- **Students must keep a clean pair of work shoes in their equipment bag at all times to change into upon arrival at the school. Salt, snow, rain, etc. can deteriorate the mats and station equipment and also be a safety hazard.**

NAME TAGS

ABC NAME TAGS ARE MANDATORY AND MUST BE WORN WHENEVER WITHIN THE ABC FACILITY.

- Your first Name Tag will be given to you on your first day of class at no charge.
- Replacements for damaged, lost, or stolen badges are $3.00
- Students and/or independent Contractors will be given the following warnings regarding not being prepared and or not following the dress code requirements and requests:
- ***1st Offense: You can request a temporary badge for the day.***
- ***2nd Offense: You will be sent home without hours.***

- ***3rd Offense: You will be suspended with possible termination.***

- *If you need to replace your name tag please come to the Administrator for either a temporary badge and/or to order a new one. Replacements must be paid in cash and will not be allowed on debit, credit cards and/or placed on student accounts.*
  - *Remember that you are part of the Beauty Industry. Skin, breath, hair, uniform, etc. can be offensive to clients and fellow classmates. Caution should be used when selecting colognes and digesting various food items.*
  - *Safety glasses and gloves are available and should be worn during services of enhancement, color and involving chemicals, filing and adhesives, peels, etc.*

CLASSROOM & PRACTICAL AREAS & ASSIGNMENTS

- CLASSROOM is a quiet zone. No talking should be observed for fellow students working in area.
- Student's that abuse the quiet zone will be asked to leave the area.
- No phones, or electronic devices can be used within the School without the Administrator on duties permission.
- No food is allowed in the classroom and or practical zones.
- Beverages are allowed if contained within a covered container.
- It is the student's responsibility to dispose of any garbage within the provided receptacles. Please make sure all beverages are disposed of in sink prior to placing items in garbage.
- Students, Technicians, and Instructors are responsible for maintaining a clean and sanitary work environment. Prior to leaving the School it is each person's responsibility to clean his or her work station, desk, table, and the surrounding areas.
- Learning proper sanitation is a mandatory part of your program and all students must participate.
- Work stations are shared and must be kept in clean, sanitary, and working condition. A cleaning schedule for sanitation will be announced and or posted and must be followed at all times.
- Failure to keep your areas clean will be grounds for suspension with possible termination.
- ALL STATE SANITATION PROCEDURES MUST BE FOLLOWED BY ALL AT ALL TIMES. This is a vital aspect of your Program and for working in the Salon and Spa Industry. Hours will be deducted for participants that do not do their portion of the sanitation chores.
- Waiting around to clock additional hours is NOT allowed. You will be expected to clock out if not working on assignment or doing sanitation.
- Assisting with laundry is a mandatory part of your program. All students must volunteer for laundry assignments.

PARKING

- All ABC students must park along the west end of the parking lot. East side parking spaces along the front of the store fronts are for customers of ABC School Clinic and other Businesses within the Trinity Commons Plaza. Student cooperation is mandatory and appreciated.
- Handicapped parking permits are required by Illinois State Law for use of handicap parking spaces.
- Vehicles left unattended in the Trinity Parking Lot from 9:30pm -8:00 am are subject to ticketing and tow. All fees for ticketing and towing are the sole responsibility of the owner and/or driver of said vehicle. If you are having car trouble and need to leave your vehicle it is your responsibility to contact the Lake In The Hills non-emergency number (847) 658-5676 and/or the Trinity Commons Association.
- ABC will not be held responsible for damage to cars parked within the Trinity Commons Parking Area/Lots. Parking is at your own risk.
- ABC is not liable for students while in the parking lot or premises surrounding ABC. Participation in the ABC programs is done totally at the students, their models, clients, etc. own risk.

ABC STRIVES FOR SAFETY FIRST AND FORMOST

- ABC will not be held responsible for students that do not take safety precautions seriously. All rules and regulations along with State Protocols MUST be adhered too.
- Safety glasses and gloves are available and should be worn during all phases of enhancement, color and involving chemical, filing, adhesives, peels, etc. Students that wear contact lenses are advised to purchase a pair of safety glasses and to have them on at all times. Chemical vapors can melt and damage the lenses and eyes.
- If you have an incident of any type, you must notify an instructor and/or school representative immediately for assistance. The ABC Representatives will aide in deciding if medical attention is required. It is the School Policy that any incident involving the eye or the drawing of blood be considered an emergency and be

evaluated immediately. There are emergency treatment centers within a proximately a 4-12 mile radius of ABC. Please make sure to have your insurance information available if necessary. If your emergency information changes at any given time it is the student's responsibility to make sure it is kept up to date.

- Emergency care and 911 services are the sole financial responsibility of each student, models, clients, and independent contractors. All students, models, clients, independent contractors and staff participate solely at his/her own risk.
- ABC and any and all Staff, Administrators, Instructors, Assistants, Independent Contractors, Clients, and fellow Students will not be held liable for any property and or personal injury during participation in the said program and or events by said student and or his/her Model.
- The ABC School and its associated Spas and Independent Contractors respect the rights to privacy by said Students and Clients. By signing for receipt of this handbook and your student contract said student agrees to abide by any and all rules and regulations of ABC and its Partners in Education. This includes any and all social media postings.
- Students must have advance approval in writing for all photos, videos, demonstrations, etc. that have been or will be taken for use in various publications and publicity purposes including School website and other forms of advertising. Release forms are available and signed by an ABC Administrator.
- By signing for receipt of this handbook and your student contract said student agrees to give his/her permission to have their pictures taken and used for any publicity purposes associated with ABC and its Partners in Education. I understand that said School, its Representatives, and Partners will not be responsible for any payment and that all postings and participation are strictly done on a volunteer basis.
- By signing for receipt of this handbook and your student contract said student understands that as a student and/or any other associated area of study within the Beauty Industry, I am **NOT** to work on clients, family and or friends unless I am supervised at all times by a licensed Illinois State Instructor and/or Assistant Instructor.
- I have been advised that I am not to accept payment for services rendered until I have passed my State Boards and received my State Licensure from the IDFPR.
- **It is a State of Illinois Law that a total of 150 hours must be completed prior to any form of model and clientele serves may be provided by any student.**
- ABC is not responsible for any and all changes in curriculum, graduation requirements, board requirements, rules & regulations, etc. made during the duration of said Program and agreements. Any and all changes will be posted in clear view within the ABC Educational Center. Note: The IDFPR and its testing agencies will govern any changes and requirements regarding application acceptance, testing and board requirements. ABC is not responsible for any changes and requirements required by the IDFPR and its associated testing agencies.
- The School maintains an open door policy. Any and all questions, complaints, concerns or recommendations should be placed in writing to the Administrator for review. The education and satisfaction of the students and clients are the prime responsibility and goal of School.
- Conceal and Carry laws for all Schools including ABC are that NO weapons that can cause injury and or harm are allowed within a 5 mile radius of the School. All razors implements, and or scissors must be kept in a case when not in use.

GENERAL RULES & REGULATIONS

- Any form of misconduct (ie: theft, cheating, property damage, sexual harassment, harassment of any kind, not honoring dress code, dishonesty, lack of respect for Instructors/Clients & fellow Students and the over-
all rules & regulations of ABC will be grounds for immediate termination from the School.
- ABC is an adult environment and all students must behave in appropriate manor at all times. Inappropriate comment, bullying, (verbal, cyber, and/or physical), etc. will not be tolerated. Sensitivity to clients, instructors, and fellow students must be shown at all times.
- Inappropriate language (anything that makes another person uncomfortable or feel threatened.) Off color comments and/or jokes are not tolerated. ABC policy honors a no-tolerance towards any form of bullying on and off school property. Many of our clients are minors and proper language is required at all times.

- Violations of rules and regulations of ABC will result in disciplinary action with possible legal action. **Professionalism is a MUST at all times.**
    a. 1st infraction: Verbal warning
    b. 2nd infraction: Written warning of with suspension and/or termination.
    c. If after a suspension of not less than 14 school days a student receives another warning and or incident – immediate termination will apply.
    d. ALL write ups will become part of the student's official record and file and copies will be forwarded if necessary to the IDFPR and local authorities. All rules regarding suspension and termination will be adhered too at all times.

IMPORTANT

Changes and amendments to the Handbook, Rules & Regulations, School Hours, and Dress Code, etc. information listed within these documents are subject to change without notification. Contracts, Leave of Absences, and Amendment changes must be initialed by students and school Administrator at all times.

- **ALL TEXT BOOKS ARE ORDERED IN ENGLISH ACCEPT FOR STUDENTS ENROLLED IN THE COSMETOLOGY PROGRAM.** COSMETOLOGY STUDENTS PLEASE CHECK IF YOU WOULD PREFER YOUR BOOK(S), AND WORKBOOK(S) ORDERED IN ENGLISH AND OR SPANISH. *Orders for books cannot be exchanged. Students are responsible for all order fees and/or restocking fees.

- ***PLEASE INITIAL:*** _____ ***ENGLISH*** _____ ***SPANISH***

- **IMPORTANT: By signing for receipt of this handbook and your student contract said student agrees to give his/her permission to have their pictures taken and used for any publicity purposes associated with ABC and its Partners in Education. I understand that said School, its Representatives, and Partners will not be responsible for any payment and that all postings and participation are strictly done on a volunteer basis. _____INITIALS _____Co-Signer/Guardian**

By signing below I accept the rules & regulations of the ABC School its Partners in Education and/or other affiliated Associations. I understand that this along with my contract/agreement are both legal documents and that I will be held to the contents of each document at all time associated with my enrollment and participation at ABC.

_____ _____
Student Date Handbook Received

_____ _____
Co-Signer * Legal Guardian (if applicable) Date Handbook Received

_____ _____
School Representative Date Handbook Received

IMPORTANT

Changes and amendments to the Handbook, Rules & Regulations, School Hours, and Dress Code, etc. information listed within these documents are subject to change without notification. Contracts, Leave of Absences, and Amendment changes must be initialed by students and school Administrator at all times.

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_____ _____
Student Date Handbook Received

_____ _____
Co-Signer * Legal Guardian (if applicable) Date Handbook Received

_____ _____
School Representative Date Handbook Received

Tracy Bartlett
Educational Director

Cindy Heidemann
Founder and Owner

Cindy Werba
Administrator

"Achieve, Believe and Create your beauty career with us!"

The A.B.C. School of Cosmetology, Barbering, Esthetics & Nail Technology is owned and operated by Cindy and Art Heidemann and their daughter, Becky Engels of Lake In The Hills. The name, which stands for "Achieve, Believe, Create," (and also Art, Becky and Cindy), says it all. Together with their creative educational specialists, they bring over 40 years of business experience to form a solid force in the beauty industry.

Since 2004, A.B.C. has brought "quality education at affordable pricing" to McHenry County and surrounding areas. Their graduates are sought after by salons throughout Illinois, Wisconsin and Indiana.

Program curriculums cover current industry techniques, ethics, Illinois law and various business topics. Top instructors offer training with personal attention to each student's needs. Flexible scheduling, bilingual programs, and various financial plans make A.B.C. an industry leader. Hands-on teaching, through the use of visual aids and physical adaptations, make their programs both unique and among the top in the state.

Continuing Education Programs (in-house and online), Licensure Restoration, Master and Instructor Programs are also available for licensed technicians.

Heidemann's "if you believe, you can achieve," approachable attitude resonates throughout the school. As of April 2018, she is celebrating 20 years in the industry. At A.B.C., knowledge is power and through knowledge, confidence is promoted.

Students are guided to broaden their horizons, set goals and achieve them. Cindy is a nail tech at heart and her passion for the industry is an addictive force of energy to students, no matter what their field. Her innovative classes are sought after throughout the Midwest, California, and Las Vegas. New students and seasoned technicians flock to A.B.C. for cutting edge training.

To Heidemann, the sky is the limit, and encourages each technician, no matter what their field of study, to be their best. She is active in local chambers and the community. A.B.C. is a vocational partner with most McHenry, Kane, DuPage, and Cook County high schools. The A.B.C. crew can often be found volunteering at various public events.

A.B.C. also offers a full menu of public salon and spa services. So don't delay, call today or stop in for further information.

A.B.C. School of Cosmetology, Barbering, Esthetics & Nail Technology
9213 S. Route 31, Lake in the Hills
847-458-6500
www.abccosmoschool.com

ABC School of Cosmetology, Barbering, Esthetics & Nail Technology, Inc.

9213 S IL Route 31 * Lake in the Hills, IL 60156

www.abccosmoschool.com 847-458-6500

Year Established in the Village: 2004

ABC School of Cosmetology, Barbering, Esthetics & Nail Technology, Inc. was established in Lake in the Hills in May of 2004. The business received 15 nominations this year for customer service and employer of choice.

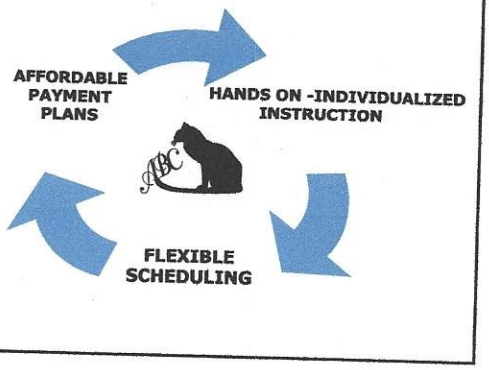
GORDON LARSEN BUSINESS ACHIEVEMENT AWARDS
Voted 2018 Best Employer of Choice
IN LAKE IN THE HILLS
ABC School of Cosmetology
2018
GORDON LARSEN
Business Achievement Award
Employer
Of Choice
For more information on the Gordon
Larsen Business Achievement Awards.

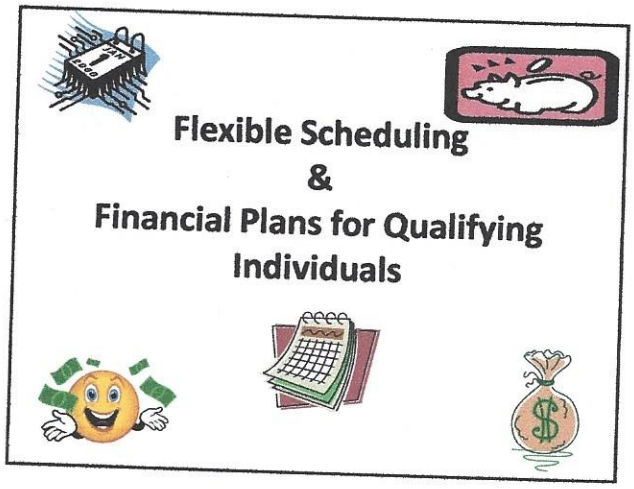
Welcome to
A.B.C. SCHOOL OF COSMETOLOGY,
BARBERING, ESTHETICS,
& NAIL TECHNOLOGY, INC.

- Our journey began ....
- Goals were set and achieved!

1998 – 2010 Sugar & Spice Parties & Spa
2002 ABC School of Nail Technology, Inc
2004 ABC School of Cosmetology & Nail Technology, Inc.
2005 ABC School of Cosmetology, Esthetics & Nail Technology, Inc.
2017 ABC School of Barbering was added to the curriculum.

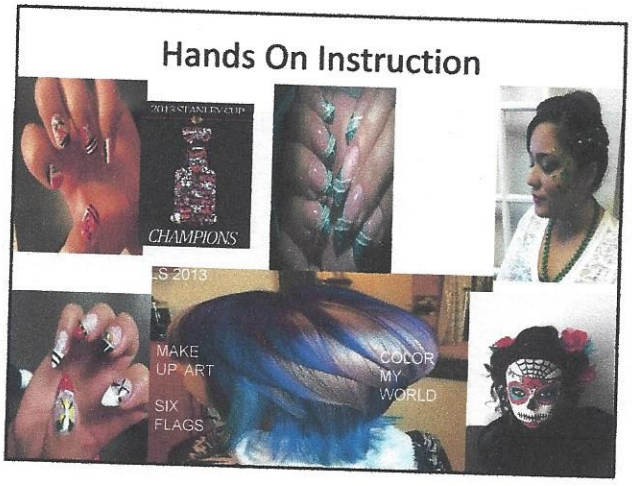
A.....Achieve
B.....Believe
C.....Create
*Fact: ABC also stands for Art, Becky & Cindy!

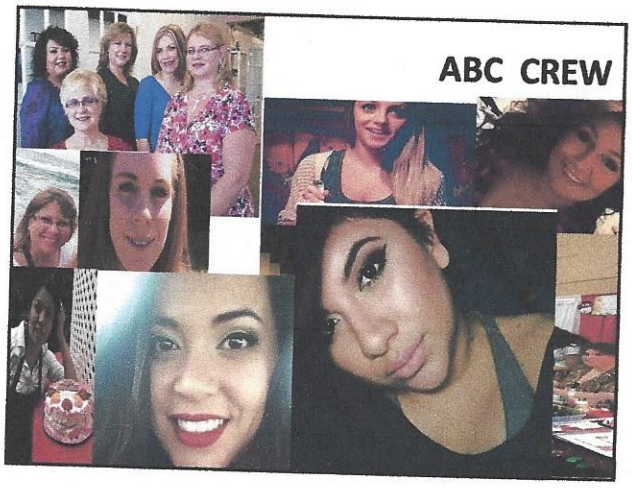




ABC is sanctioned and licensed thru the Illinois Department of Financial & Professional Regulation.

- State Licensing Nail Technology 350 Hr. Program
- State Licensing Esthetics 750 Hr. Program
- State Licensing Cosmetology 1500 Hr. Program
- State Licensing Barbering 1500 Hr. Program
- Master & Instructors Programs
- Vocational Partnerships with area High Schools & Community Colleges.
- License Restoration Programs
- Board Review Programs
- Make Up Artistry Programs
- Continuing Education Programs
- Workshops
- Certification Programs
- Bi-lingual "Spanish" Cosmetology Program Available.
- Rehabilitation and Cooperative Education for Special Needs Programs, and Veterans Administration Co-op Programs.





AWARDS & RECOGNITIONS

- NW HERALD Women In Business Award * 2012, 2013, 2016, 2017 & - 2018
- IAOCS * McHenry Cty. Instructor of the Year * 2012 & 2017
- Gordon Larson Business Award * Vill. LITH *
- Recognized by the Illinois State Board for high scores in Illinois.
- Department of Human Services & Workforce Partnerships.

GRADUATION RATE IS 99.9%

- STATE BOARD SCORES ARE 85% - 100%.

ABC is proud to have had 5 perfect board scores 2016-2018. This is the highest scoring in State.

ABC is the number one privately owned School in Illinois.

2015 D300 KIM GAVIGAN SCHOLARSHIP

Josie Fenneman)

2016 D300 Kim Gavigan Cosmetology Scholarship

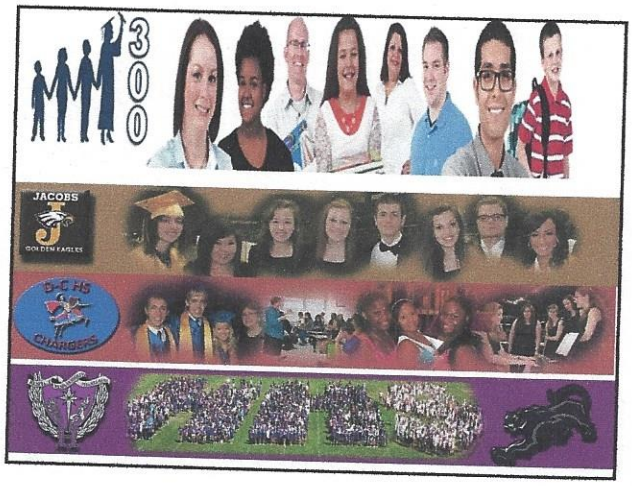
Yareli Cruz * Dundee Crown High School

Learning to Market

2016 LETICIA GUAJARDO ESTHETICS SCHOLARSHIP

MARIEL CASTRO * Jacobs High School

HANDS-ON EXPERIENCE!

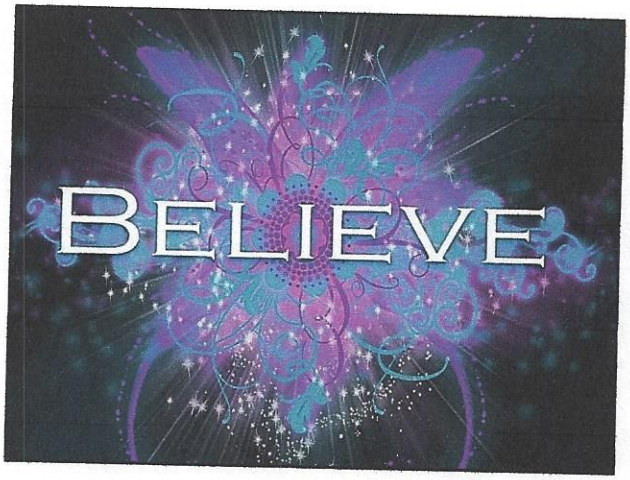


PUBLIC SERVICES

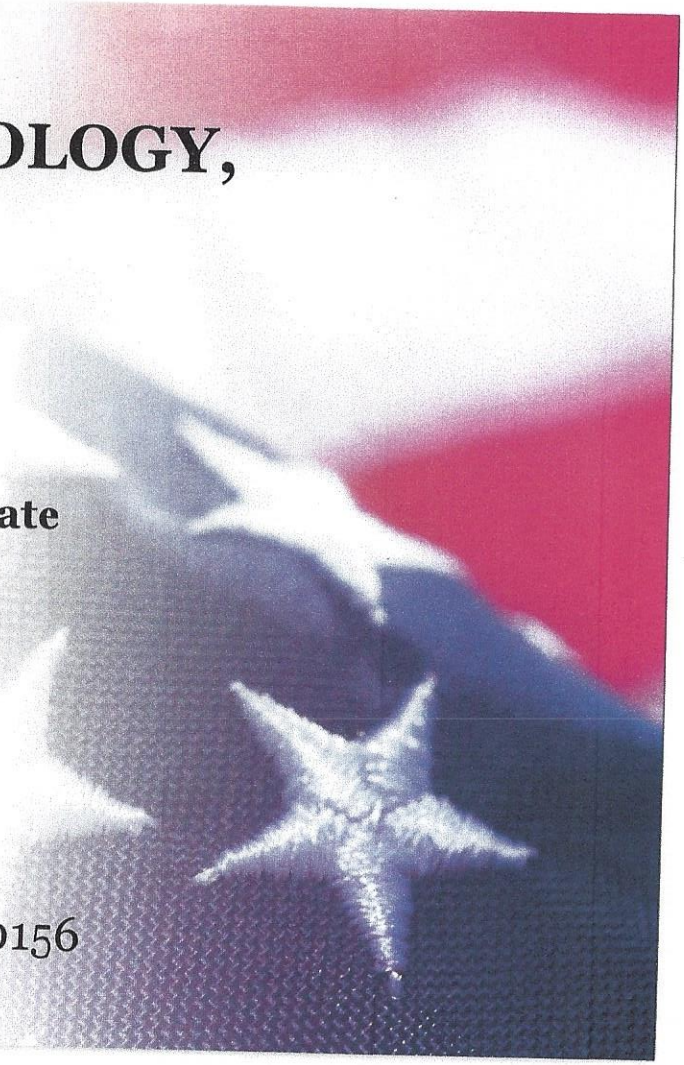
- HAIR
- NAILS
- SKIN CARE
- MAKE APPLICATION
- WAXING
- PACKAGES: Prom, Homecoming, Graduation, Weddings, Recitals, Competitions and more!

WORK DONE EXCLUSIVELY BY STUDENTS OF THE ABC SCHOOL OF COSMETOLOGY, BARBERING, ESTHETICS, & NAIL TECHNOLOGY.

Team ABC supported NIU with special nail art dedication. Photos and article were published in Nail Pro Magazine.



ABC SCHOOL OF COSMETOLOGY, BARBERING, ESTHETICS & NAIL TECHNOLOGY



"Programs are approved by the Illinois State Approving Agency for the enrollment of qualified veterans and/or other eligible persons to receive Montgomery GI Bill ® education benefits."

847-458-6500
www.abccosmoschool.com
9213 S. Rt. #31 * Lake In The Hills IL 60156

COMMUNITY UNIT SCHOOL DISTRICT 300

RFP - COSMETOLOGY SERVICES FOR EDUCATIONAL PURPOSES FOR BARBER, COSMETOLOGY, ESTHETICS AND NAIL TECHNOLOGY

FRIDAY, March 22, 2019 1:00 PM - BH PDC

VENDORS	References	Certifications	W-9 & Vendor App.	Response Form A	Response Form B	Addendums 1	Comments
A.B.C. School of Cosmetology	X	X	X	X	X	X	
Cosmetology and Spa Academy							No Bid - Awaiting Response
Hair Skin Professional Institute							No Response
Tricoci University							Withdrawal - Change in Ownership under review by Department of Education. Currently unable to make changes to current processes.

FIRM	FEE STRUCTURE	
	CURRICULUM FEES PER STUDENT ENROLLMENT	KIT FEES
A.B.C. School of Cosmetology	SI 01 COSMETOLOGY 101 (150 HRS): $1000 PER STUDENT COSI 02 COSMETOLOGY 102 (150 HRS): $1000 PER STUDENT BAR 01 BARBER 101 (150 HOURS): $900 PER STUDENT BAR 02 BARBER 102 (150 HOURS): $900 PER STUDENT EST 01 ESTHETICS 101 (150 HOURS): $900 PER STUDENT EST 02 ESTHETICS 102 (150 HOURS): $900 PER STUDENT NT 101 NAIL TECHNOLOGY (150 HOURS): $1100 PER STUDENT NT 102 NAIL TECHNOLOGY (150 HOURS): $1100 PER STUDENT	A $400 NON REFUNDABLE REGISTRATION FEE INCLUDES CURRENT TEXT BOOK, CURRENT WORKBOOK(S), AND BASIC KIT FOR LEVEL 101 & 102
Cosmetology and Spa Academy	WITHDRAW	
Hair Skin Professional Institute	NO RESPONSE	
Tricoci University	WITHDRAW	

Recommendation

A.B.C. School of Cosmetology, Lake in the Hills, IL - Award contract for Cosmetology Services for educational purposes based on contract pricing per enrolled student.

MEMORANDUM OF UNDERSTANDING
BETWEEN COMMUITY UNIT SCHOOL DISTRICT No. 300
AND A.B.C. SCHOOL OF COSMETOLOGY & NAIL TECHNOLOGY, INC.
Commonly known as
ABC SCHOOL OF COSMETOLOGY

This AGREEMENT entered on this 13th day of March, 2018 by and between the ABC School of Cosmetology & Nail Technology, Inc. and District No 300, a public school district (School District).

WHEREAS, the School District in recognition of its responsibility for the education of high school students in the area of vocational education desires to provide an opportunity for its students to increase their competency in this respective area and,

WHEREAS, the School in recognition of its responsibility for assisting the efforts of the School District to meet the vocational competency required for future employment, is desirous of providing instruction and supervised learning experiences at ABC School of Cosmetology;

WHEREAS, ABC School of Cosmetology has the instructional facilities suitable for the educational needs of the students of District No. 300 in vocational education in cosmetology, barbering, esthetics, and nail technology; and

WHEREAS, it is for the mutual benefit of ABC School of Cosmetology and District No. 300 that students have opportunities to enhance and to advance their competency in the areas of cosmetology, barbering, esthetics, and nail technology for future educational and employment purposes:

NOW THEREFORE, it is mutually agreed by and between the parties hereto as follows:

ABC School of Cosmetology & Nail Technology Inc. shall:

1. Provide instruction for students. These students will be mainstreamed into existing ABC classes, or these students will create an entire section of their own taught by an ABC staff member. The students are subject to all Student Policies and Procedures as defined by ABC School of Cosmetology & Nail Technology, Inc.
2. Provide all course work and other requirements for these students necessary to be eligible for licensure by the IDFPR. ABC and or District 300 cannot guarantee licensure.
3. Provide instructional lecture and lab facilities, equipment, and staff required for coursework.
4. Provide invoices of all tuition for registered D300 dual-credit students according to the following rates due to ABC from ABC:

COSI 01	COSMETOLOGY 101 (150 HRS.):	$900 per student
COSI 02	COSMETOLOGY 102 (150 HRS):	$900 per student
BAR 01	BARBER 101 (150 HOURS):	$900 per student
BAR 02	BARBER 102 (150 HOURS):	$900 per student
EST 01	ESTHETICS 101 (150 HOURS):	$900 per student
EST 02	ESTHETICS 102 (150 HOURS):	$900 per student
NT 101	NAIL TECHNOLOGY (150 HOURS):	$1100 per student
NT 102	NAIL TECHNOLOGY (150 HOURS):	$1100 per student

   - Level 101 invoices will be into D300 District Office on or before June 15 of each renewal year with dispersement to ABC on or before July 30 of said year. Level 102 invoices will be into D300 District Office on or before October 15 of each renewal year with dispersement to ABC on or before December 15 of said year. This dispersement of payment allows ample time for ABC to purchase the required supplies for each up and coming semester. Any remaining balances on account are the sole responsibility of said Student(s) for payment to ABC.
5. Refunds to District #300 will be handled in accordance with the published ABC School of Cosmetology student refund schedule. In the case that a student withdraws from the program after the first full week of classes, the student will be responsible for refunding all fees to D300 as D300 feels applicable. No refunds will be due from ABC.
6. Students will be responsible for the cost of books, workbooks and student kits. A $400 deposit is due prior to the start of the program, balance for intermediate kit due on or before advancing to the intermediate level. Payment plans for the $400 deposit can be made directly thru the ABC Admissions Office. All deposits not placed on a payment plan prior to the April 15 in-school registration period that are received after April 15 of the given years are subject to a penalty of 10%.
7. Allow students of the program to park in the general student parking lots located on the east end of the parking lot.

8. Provide District No. 300 with a letter from its insurance carrier confirming liability insurance coverage for its students in the amounts of $1,000,000 per accident, $1,000,000 property damage, and also agree that it shall hold harmless and indemnify District No. 300 from and against any and all liability for damages to persons and property arising from use of its instructors, equipment, and facilities in connection with the educational services to be provided by ABC School of Cosmetology. 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 request.
9. For high school graduates who successfully completed the requirements set forth for advancement to the Intermediate Level(s) of the cosmetology, barbering, and esthetics programs and who matriculate to ABC School of Cosmetology in a license seeking program in the summer semester following graduation, the following student self-pay rates are guaranteed:
   a. EST103 ESTHETICS INTER #103 (150 Hours): $4100 (student self-pay)
   b. EST104 ESTHETICS INTER #103 (150 Hours): $4100 (student self-pay)
   c. COS103 COSMETOLOGY INTER #103 (600 Hours): $6500 (student self-pay)
   d. COS104 COSMETOLOGY INTER #104 (600 Hours): $6500 (student self-pay)
   e. BAR103 BARBERING INTER #103 (600 Hours): $6500 (student self-pay)
   f. BAR104 BARBERING INTER #104 (600 Hours): $6500 (student self-pay)
   g. NAIL103 NAIL TECH INTER #103 (25 Hours): $250 (student self-pay)
   h. NAIL104 NAIL TECH INTER #104 (25 Hours): $250 (student self-pay)

   *The above rates are for self-pay students only not utilizing outside loans, grants, etc. (ie: Fasfa Financial-Aide, Veterans GI Bill, DHS Grants, etc.)
10. Indemnify, save harmless, and defend the School District, its Board, Board members, employees, agents, volunteers, and successors against all claims, losses, liability, costs and expenses (including attorney's fees) related to damages to property or person (including death) that may arise out of or in connection with ABC School of Cosmetology & Nail Technology Inc.'s, its employees, agents, volunteers and students negligent acts or omissions or breach of this Agreement.
11. Nothing herein shall be construed as an express or implied waiver relinquishment or release of any common law or statutory privileges and or immunities of ABC School of Cosmetology & Nail Technology, Inc. or any of its Trustees, officers, employees, contractors, volunteers or agents including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Ac, 745 ILCS 10/1-101, et. Seq.
12. Make every full time employee and/or independent contractor who will work directly with students available to the School District for the purpose of 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 permitted to interact with students. ABC School of Cosmetology & Nail Technology Inc. will not be responsible for reimbursing the School District for the checks. The School District must provide a copy of the report to the individual employee, but is not authorized to release it to ABC School of Cosmetology & Nail Technology, Inc. shall check if an employee or agent is listed on the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry.
13. Provide, evidence to the School District that its employees are physically fit to perform the duties required and are free from communicable diseases in compliance with Section 24-5 of the Illinois School Code, 105ILCS 5/24-5.
14. Comply with all applicable provisions of federal and state laws and regulations, including without limitation the Illinois School Student Records Act and Family Educational Rights and Privacy Act (FERPA) in their current and amended forms and all corresponding regulations.

COMMUNITY UNIT SCHOOL DISCTRIC NO. shall:

1. Provide eleven and twelfth grade students that have completed all application requirements as determined mutually by D300 and ABC School of Cosmetology.
2. Provide school specific credit toward GPA and class rank for all District No. 300/ABC Students.
3. Provide the ABC registrar or its designee with a list of high school students who have met the required eligibility, standards and application requirements on or before 30 days before the deadline for invoice release.
4. Provide a set of expectations and release on information signed by parents and students participating in the dual-credit program at ABC School of Cosmetology.
5. Provide ABC School with updated Student information not limited to basic contact, but also educational informational that will be instrumental in the teaching of said students (to include but limited to IEP's, 504's, etc).
6. Pay tuition charges for each student through the scheduled payments for each semester.
   Level 101 invoices will be into D300 District Office on or before June 30 of each renewal year with release of payment to ABC on or before July 30 of said year. Level 102 invoices will be into D300 District Office on or before October 31 of each renewal year with release of payment to ABC on or before December 15 of said year. This release of payment allows ample time for ABC to purchase the required supplies for each semester. Any remaining balances on account are the sole responsibility of said Student(s) for payment to ABC.

7. Provide ABC registrar or designee with copies of all student application materials for usual program admission procedures in accordance with local, state, and federal privacy guidelines.
8. Provide public information promoting the ABC/District No. 300 program in the district's regularly published student registration guide or other publications in accordance with usual district marketing practices.
9. Nothing herein shall be construed as an express or implied waiver, relinquish or release on any common law common law or statutory privileges and/or immunities of D300 or any of its Trustees, officers, employees, attorneys, volunteers or agents, including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et. Seq.

TERMS OF AGREEMENT

This Memorandum of Understanding shall be reviewed every year and revised accordingly. In the event that the funding no longer exists, this agreement shall be terminated in writing with a semester notice by the parties involved including District 300 and ABC School of Cosmetology.

Susan L. Hark

Chief Operating Officr , Susa Hark

Owner * ABC School of Cosmetology & Nail Technology, Inc.

03/13/2018

Date

Date

Susan L. Hark

Community School District No. 300

3/13/2018

Board Approval Date

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Jonathan Mickle,
Director of Facilities

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Design and Engineering Approval - DCHS Addition**

Background

The Dundee-Crown High School addition and remodeling project was identified through the Master Facility Plan process at each level, which involved a thorough assessment of the district and school needs. The plan highlighted the inadequacy of the current cafeteria, which was too small to accommodate the student population, and the outdated kitchen facilities. As a result, the project was designed to expand the commons and kitchen areas, providing more space for students and modernizing the kitchen for improved service. Additionally, the existing cafeteria will be repurposed into classrooms, and the Career and Technical Education (CTE) area will be moved to support specialized programs. This project is a key outcome of the long-term planning process to address immediate and future needs in our district's facilities.

Administrative Recommendation

Administration recommends proceeding with the design and engineering services for the Dundee-Crown High School addition at a cost not to exceed $4,000,000 for Architectural and Engineering services to be provided by Legat Architects, which is based on an overall project budget of $48,850,000. The final cost for design services will be based on a percentage of the project cost when the scope of the additions and renovations has been finalized.

Fiscal Impact

The cost of the architectural and engineering services, not to exceed $4,000,000, will be funded out of the Capital Improvement Fund 60.

LAMP INCORPORATED

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

O: 847.741.7220
F: 847.741.9677

March 21, 2025

Mr. Jonathon Mickle
Director of Facilities
Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102

RE: Dundee Crown High School Additions & Renovations

Dear Mr. Mickle:

In order to move forward with the additions and renovations at Dundee Crown High School, we would like to request the School Board's permission to proceed with the design process at a not to exceed cost of $4,000,000 for Architectural and Engineering services to be provided by Dewberry Architects Inc., which is based on an overall project budget of $48,850,000. The final cost for design services will be based on a percentage of the project cost when the scope of the additions and renovations have been finalized.

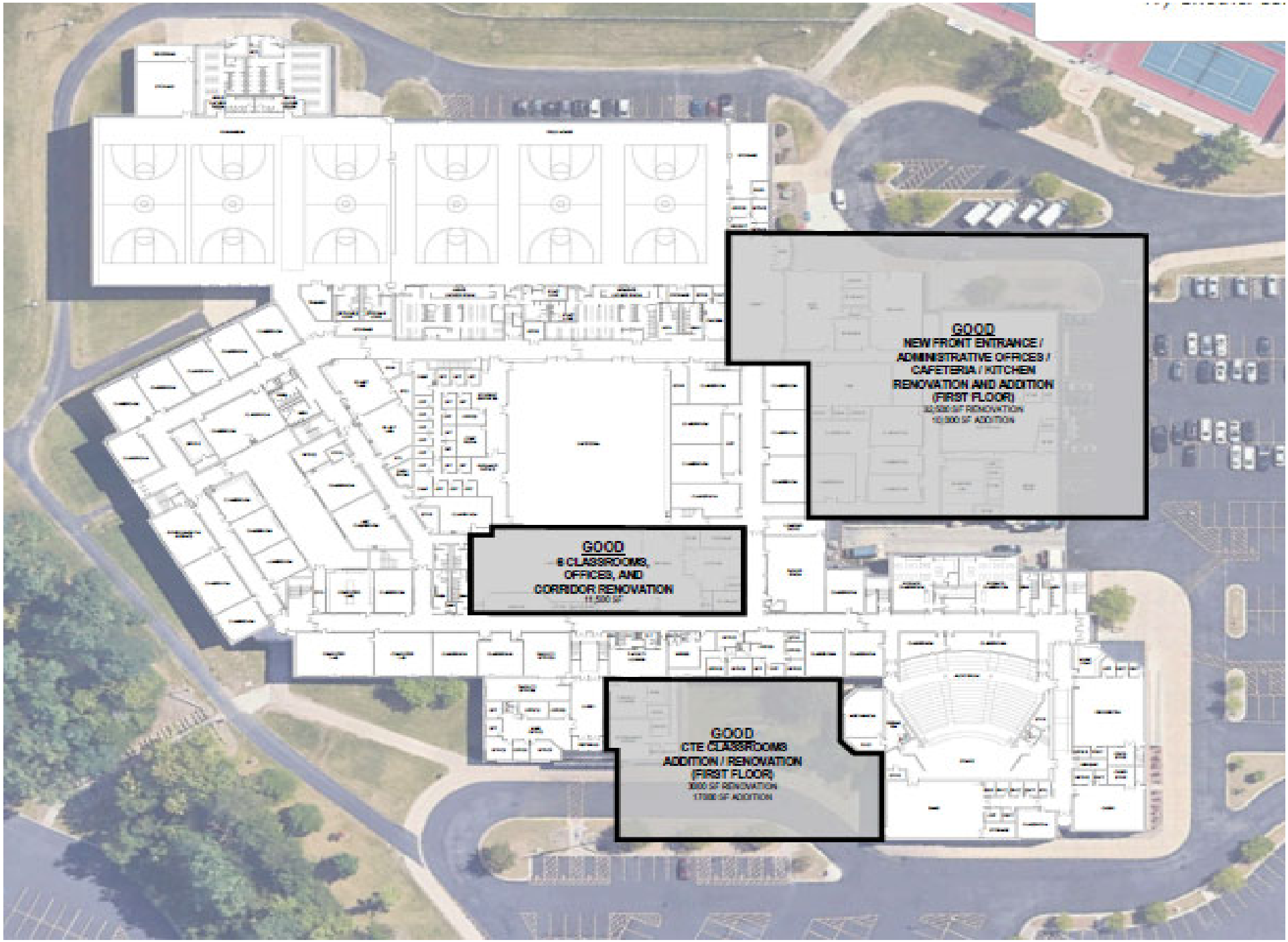
This approval would provide the following schedule for the project:

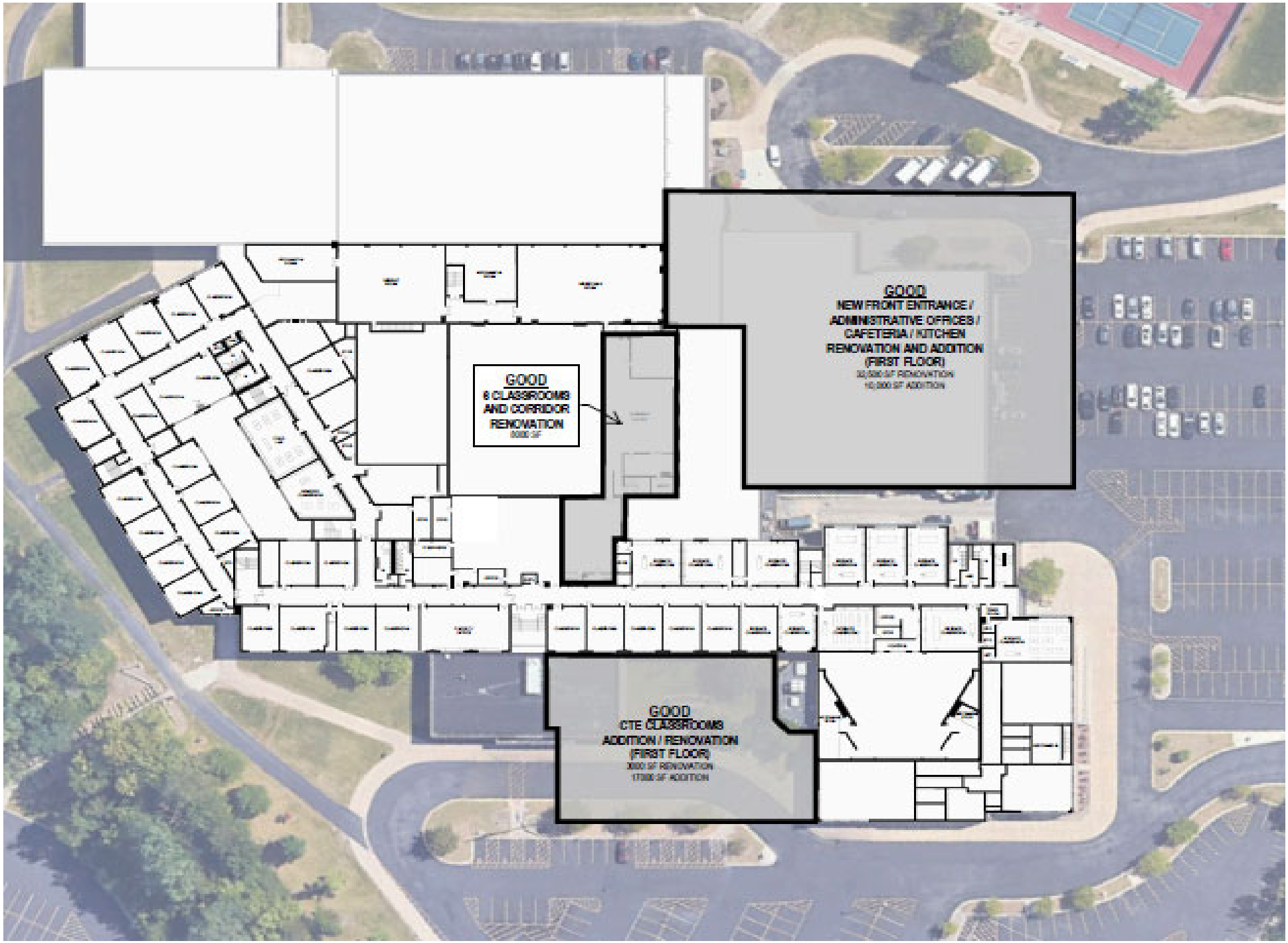
- Architectural and Engineering Design – May 1, 2025 to January 31, 2026
- Project out to bid – February 2026
- Board Approval – March 2026
- Construction Start – Spring Break (late March/early April) 2026
- Construction Finish – July 2027
  - Interior Renovation may require a third summer in 2028 based on final size and scope of project as well as consideration for impact to students and staff during the school year.

Please let me know if you have any questions or require additional information.

Thank you,

Chad Alexander
Vice President of Operations


GOOD
NEW FRONT ENTRANCE /
ADMINISTRATIVE OFFICES /
CAFETERIA / KITCHEN
RENOVATION AND ADDITION
(FIRST FLOOR)
GOOD
6 CLASSROOMS,
OFFICES, AND
CORRIDOR RENOVATION
GOOD
CTE CLASSROOMS
ADDITION / RENOVATION
(FIRST FLOOR)


GOOD
NEW FRONT ENTRANCE / ADMINISTRATIVE OFFICES / CAFETERIA / KITCHEN RENOVATION AND ADDITION (FIRST FLOOR)
32,500 SF RENOVATION
10,000 SF ADDITION
GOOD
6 CLASSROOMS AND CORRIDOR RENOVATION
GOOD
CTE CLASSROOMS ADDITION / RENOVATION (FIRST FLOOR)
3000 SF RENOVATION
17300 SF ADDITION

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 8, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Shelley Nacke,
Assistant Superintendent of Education Services

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Education Services Contracts (Renewals)**

Background
The following are contract renewal requests for Education Services Contracts for the 2025-2026 school year.

Q-global / Q-interactive / DAL
Q-global is the web-based system from Pearson that we use for administration of assessments as well as scoring and reporting for a variety of psychological and speech assessments. Q-global is also an online system that is used to score tests administered in a paper format.

Q-interactive is used for one-on-one administration of tests where the examiner controls the testing session. Tests are administered using two iPads and the examiner administers the testing by reading instructions, recording examinee responses, and scoring items.

The Digital Assessment Library (DAL) for Schools provides unlimited use of over 40 assessments on Q-interactive and Q-global.

Cost is $64,638.00. Funded by IDEA Grant Funds.

Hawthorn Associates - MyServiceTracker (MST)
MST is a software that is specialized and is used by teachers to track services and information required for students with Individualized Educational Plans (IEP), Individual Service Plans (ISP), and 504 Plans. The services also include Medicaid claims submission.

This is a renewal for consulting services by Hawthorn Associates that includes an MST software license and student data privacy addendum.

The renewal is for a three-year period and the cost is $1.90 per student, funded by local funds.

Lani Lawson - Love Your Classroom

District 300 has benefited from the professional development and classroom coaching services provided by Lani Lawson and Love Your Classroom, LLC.

The Time to Thrive Classroom Coaching Model was developed by a former classroom educator and current Board Certified Behavior Analyst (BCBA). This service provides behavioral coaching for up to 36 total weeks depending on the needs of the special education program.

Cost is $136,800.00, funded from the FY26 IDEA Grant.

N2Y

District 300 Education services teachers have been using N2Y software to increase compliance, student outcomes, and parent communication and collaboration. N2Y with Unique Learning System assists us to:

- Synchronize the entire IEP team with automated daily data to streamline reporting, maintain compliance, and drive decisions.
- Empower teachers with differentiated lessons and behavior management tools to ensure students master their state's extended standards and demonstrate measurable results.
- Build positive family relationships and involvement through transparent school-to-home communication, timely reporting, and dedicated parent resources to improve student outcomes and minimize due process.
- Empower students to chart their own course to academic success with access to extended learning standards and the same concepts as their peers in general education.

The FY26 cost of the N2Y renewal is $49,094 from IDEA Grant funds.

Learn Well

Students who are hospitalized are provided tutoring for assignments that they are missing while they are in a hospital program. The tutoring is performed by certified teachers while the student is in the hospital setting. This service is arranged by the hospital facility by cooperating with Learn Well, a company which provides the teachers and tutoring services.

The rate is $65.35 per hour for up to 10 hours of instruction per student per week. Each hour of instruction delivered in any setting requires administrative and preparation time, and LearnWell bills an additional 33% for those services.

The cost for LearnWell depends on the unknown number of students who will require this service for FY26, but is estimated to be $350,000 based on FY25. This service is paid for from local funds.

Administrative Recommendation

The Administration recommends approval of the Education Services contract renewals for the 2025-2026 school year.

Pearson

QUOTE / PROFORMA

Customer Bill-to:

COMMUNITY UNIT SD 300
2550 HARNISH DR
ALGONQUIN IL, 60102-6870

Attention:

Customer Ship-to:

COMMUNITY UNIT SD 300
2550 HARNISH DR
ALGONQUIN IL, 60102-6870

Attention:

NCS Pearson, Inc.
P.O Box 599700,
San Antonio, TX 78259
Tel: 800-627-7271
Tax ID No:
41-0850527

Quote/Proforma Number	:	327055
Date	:	25-FEB-2025
Customer Account#	:	550563
Sales Order Number	:	
Customer PO#	:	DALSRENEWALQUOTE2025
Currency	:	USD
Shipment Terms	:	Paid
Customer Tax Number	:	
Number of Pages	:	Page **1** of **2**

Prices will be honored for 60 days from price quote date.
This price quote does not guarantee stock availability and shipping amount is estimated, standard shipping charges apply.

Total Ordered Quantity (No. Of Items)	:		32400
Other Charges	:	USD	$0.00
Net Amount	:	USD	$64,638.00
Tax Total	:	USD	$0.00
Quote/Proforma Total	:	USD	$64,638.00
Amount Due	:	USD	$64,638.00

REMITTANCE INFORMATION

Make Checks Payable to:	**Bank Wire to:**
13036 COLLECTION CENTER DRIVE CHICAGO 60693 NCS Pearson, Inc.	Bank of America N A 071000039 **A/C No**: 8188105388 SWIFT : 071000039

Pearson

Quote/Proforma Number: 327055						Page 2 of 2
Item Number	**Item Description**	**Quantity**	**Unit Price**	**Discount**	**Tax**	**Line Total**
A103000244405	DALSCOMPLETE RENEWAL (DIGITAL)	3240	16.75	NET	0.00	$54,270.00
A103000157866	Digital Assessment Library for Schools PLUS	3240	2.90	NET	0.00	$9,396.00
A103000347050	DAL-SCHOOLS-MHS EDUCATION	3240	0.30	NET	0.00	$972.00
A103000278938	QG-DAL-SCHOOLS PSYCH PORTFOLIO	3240	0.00	PROMO	0.00	$0.00
A103000278933	QG-DAL-SCHOOLS SLP-OT-PT PORTFOLIO	3240	0.00	PROMO	0.00	$0.00
A103000278934	QG-DAL-SCHOOLS SCREENER PORTFOLIO	3240	0.00	PROMO	0.00	$0.00
A103000278935	QG-DAL-SCHOOLS-ABILITY PORTFOLIO	3240	0.00	PROMO	0.00	$0.00
A103000252569	DALS QGLOBAL DEVELOPMENTAL PORTFOLIO (DIGITAL)	3240	0.00	PROMO	0.00	$0.00
A103000278937	QG-DAL-SCHOOLS MENTAL HEALTH PORTFOLIO	3240	0.00	PROMO	0.00	$0.00
A103000278936	QG-DAL-SCHOOLS ACADEMIC PORTFOLIO	3240	0.00	PROMO	0.00	$0.00

*** IMPORTANT CUSTOMER MESSAGES ***

DALS COMPLETE RENEWAL WITH PLUS AND CONNERS-4 MHS EDUCATION PORTFOLIO ADD-ON
DIGITAL ASSESSMENT LIBRARY FOR SCHOOLS - 3240 IEPS

QUOTE/PROFORMA TOTALS	**Subtotal**	**Total Other Charges**	**Total Tax**	**Total Due**
	USD	USD	USD	USD
	$64,638.00	$0.00	$0.00	$64,638.00

By placing your order, you hereby agree to the Terms and Conditions which govern your purchase:
https://www.pearsonassessments.com/footer/terms-of-sale---use.html
For questions, please visit our support site at
https://www.pearsonassessments.com/contact-us.html

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT (the "Agreement") is made and entered into as of the 1st day of July 2025, by and between Hawthorn Associates of Lake County LLC ("Hawthorn Associates") and Community Unit School District 300 (the "Client").

WITNESSETH:

WHEREAS, the Client desires Hawthorn Associates to render professional services as more particularly described in Exhibit A ("Services"), which is attached hereto and made a part hereof, pursuant to the following terms and conditions.

NOW THEREFORE, in consideration of the foregoing, the mutual undertakings and benefits to accrue to the parties and to the public, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

ARTICLE I
ENGAGEMENT OF HAWTHORN ASSOCIATES

Client hereby engages Hawthorn Associates and Hawthorn Associates hereby agrees to perform the Services in accordance with the terms and conditions contained in this Agreement. During the term of this Agreement, Client agrees not to engage other parties for the provision of the Services.

ARTICLE II
PERSONNEL AND ADMINISTRATION

Hawthorn Associates hereby waives any claim against the Client and agrees not to hold the Client liable for any personal injury or property damages incurred by Hawthorn Associates in providing the Services, unless such personal injury or property damage is held in a court of competent jurisdiction to be directly attributable to the gross negligence or willful misconduct of an employee or agent of the Client acting within the scope of his employment or agency. Hawthorn Associates further agrees to hold the Client harmless from any such claim by its Employees and subcontractors.

The Client hereby waives any claim against Hawthorn Associates and agrees not to hold Hawthorn Associates liable for any personal injury or property damages incurred by it or its employees in working with Hawthorn Associates, unless such personal injury or conduct is held in a court of competent jurisdiction to be directly attributable to the negligence or willful misconduct of a principal, employee, or subcontractor of Hawthorn Associates.

ARTICLE III
COMPENSATION

For the performance of the Services provided by Hawthorn Associates, Hawthorn Associates shall be compensated in accordance with Exhibit B ("Compensation") attached hereto and made a part hereof. Without limiting its rights or remedies, Hawthorn Associates shall have

the right to halt or terminate entirely its Services if payment is not received within the time period set forth in Exhibit B.

ARTICLE IV
TIME FOR PERFORMANCE, TERM AND TERMINATION

4.1 This Agreement shall commence on July 1, 2025 and, unless sooner terminated in accordance with the provisions hereof, shall terminate on June 30, 2028.

Client shall have no authority to terminate this Agreement except as provided in Section 4.4, Section 4.5 and Article VIII below.

4.2 This section is intentionally blank.

4.3 This section is intentionally blank.

4.4 Should Client fail to make payments in a timely manner as required hereunder or otherwise be in material breach of this Agreement or the License Agreement, provided as Exhibit C, including, without limitation, failure of Client to timely perform its obligations under this Agreement, or should Hawthorn Associates materially breach any of its obligations under this Agreement, then, in either event, the non-breaching party, upon thirty (30) days' written notice to the breaching party, may terminate this Agreement if the breaching party fails to cure its material breach within such thirty (30) days' notice period.

4.5 Client shall have the right to terminate this Agreement without incurring any liability whatsoever, if and only to the extent that, Client notifies Hawthorn Associates in writing of termination at least sixty (60) days before the termination date.

4.6 Upon the expiration or termination of this Agreement, Client shall pay Hawthorn Associates the Fee, as defined in Exhibit B of this Agreement, to which Hawthorn Associates is entitled as of the date of termination.

4.7 Upon the expiration or termination of this Agreement, each party will assist the other party in orderly termination of this Agreement and the transfer of all aspects hereof, tangible or intangible as may be necessary for the orderly, non-disputed business continuance of each party; provided, however that Hawthorn Associates' obligations hereunder shall not require Hawthorn Associates to transfer any proprietary or confidential systems, methodologies, procedures, materials or other information. The Client shall return to Hawthorn Associates all property for which the Client does not have a license that continues after the date of the termination of this agreement.

ARTICLE V
PROPERTY AND INFORMATION OWNERSHIP AND TRANSFER

5.1 To the extent that Hawthorn Associates utilizes any of its property, including, techniques, methodologies, hardware, software in connection with the performance of the Services hereunder, such property shall remain the property of Hawthorn Associates, except for the items expressly granted in Sections 5.2 and 5.3. The Client shall acquire no right or interest

in such property. The parties acknowledge and agree that Hawthorn Associates will own all right, title, and interest, including, without limitation, all rights under all copyright, patent and other intellectual property laws.

5.2 By separate license agreement, an executed copy of which shall be attached hereto as Exhibit C and made a part hereof (the "License Agreement") Hawthorn Associates will provide Client a royalty-free, non-exclusive and non-transferable license coterminous with this Agreement to use the specified software. The License Agreement shall automatically terminate upon the expiration or termination, for any reason, of this Agreement. In the event that the terms of this Agreement and the terms of the License Agreement are deemed to be in conflict, the terms of the License Agreement shall control.

5.3 During the course of performing the Services under this Agreement, Hawthorn Associates may prepare and deliver to Client certain customized materials, including, without limitation, procedures, manuals and training manuals (but excluding the software and any data and materials relating to its use, for which specific license terms are provided in the License Agreement). Hawthorn Associates hereby grants to Client an irrevocable, non-exclusive, royalty-free license to such materials. Except as otherwise provided in this Article V, such license includes the right to use, execute and reproduce, display, perform, and distribute internally copies of, and prepare derivative works based upon, such materials and derivative works.

5.4 Hawthorn Associates agrees to indemnify, defend and save harmless Client, its officers, agents and employees from and against any and all liability, expense, including reasonable defense costs and reasonable legal fees, and claims for damages, arising out of infringement by Hawthorn Associates' work products of any U.S. patent known to Hawthorn Associates or copyright or any unauthorized use of any trade secret, except to the extent that such infringement or unauthorized use arises from (i) modification of Hawthorn Associates' work products or use thereof in a manner not contemplated by this Agreement, (ii) the failure to use any corrections or modifications made available by Hawthorn Associates to such work product, (iii) information, materials, instructions or specifications provided by or on behalf of Client, or (iv) the use of Hawthorn Associates work product in combination with any product or data not provided by Hawthorn Associates, whether or not with Hawthorn Associates ' consent. If any such work product, or any portion thereof, is found by final, non-appealable order of a court of competent jurisdiction to be such an infringement or unauthorized use, Hawthorn Associates, at its option and expense, shall have the right to (x) procure the continued use of such work product, (y) replace such work product with non-infringing work product, or (z) modify such work product so it becomes non-infringing; provided that, if (y) or (z) is the option chosen by Hawthorn Associates, the replacement or modified work product is capable of performing substantially the same function. The foregoing provisions of this paragraph constitute the sole and exclusive remedy of Client and the sole and exclusive obligation of Hawthorn Associates relating to a claim that Hawthorn Associates' work product infringes any patent, copyright or other intellectual property right of a third party. As a condition to the indemnity obligations set forth in this section, Client shall provide Hawthorn Associates with reasonable notice of any claim for which indemnification shall be sought hereunder and shall cooperate in all reasonable respects with Hawthorn Associates in connection with any such claim. Hawthorn Associates

shall be entitled to control the handling of any such claim and to defend or settle any such claim, in its sole discretion, with counsel of its own choosing.

During the course of performing the Services under this Agreement, Hawthorn Associates will have access to individually identifiable student information covered by the Family Educational Rights and Privacy Act ("FERPA"), the Health Insurance Portability and Accountability Act of 1996 and regulations adopted thereunder ("HIPAA"), the Illinois Mental Health and Developmental Disabilities Confidentiality Act, and the Illinois School Student Records Act, 105 ILCS 10/1 *et seq.* ("ISSRA"). Client shall be deemed the owner of such information at all times, and notwithstanding the status of Hawthorn Associates as an independent contractor, Hawthorn Associates shall consider itself to be under the control of the Client with respect to limitations on the scope and duration of access to such information, to the extent consistent with applicable laws. Hawthorn Associates shall hold harmless and indemnify the Client, its officers, employees and agents from any and all claims brought against them by third parties including all costs, damages, fees, and fines related to, connected with or resulting from Hawthorn Associates' negligent and unlawful release of any Confidential Information hereunder. Hawthorn Associates shall obtain and maintain in effect during the term of this Agreement, at its own expense, technology services errors and omissions liability insurance in the amount of no less than One Million Dollars ($1,000,000.00) per occurrence and One Million Dollars ($1,000,000.00) in the aggregate. Hawthorn Associates shall provide the Client with certificates of insurance verifying such coverage. Hawthorn Associates shall also maintain worker's compensation insurance in the amounts required by law.

ARTICLE VI
LIMITATION ON WARRANTIES

6.1 This is a services engagement. Hawthorn Associates shall perform its services hereunder in good faith and in a professional manner. **HAWTHORN ASSOCIATES DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE CLIENT'S EXCLUSIVE REMEDY FOR ANY BREACH OF THIS WARRANTY SHALL BE FOR HAWTHORN ASSOCIATES, UPON RECEIPT OF WRITTEN NOTICE, TO USE DILIGENT EFFORTS TO CURE SUCH BREACH, OR, FAILING ANY SUCH CURE IN A REASONABLE PERIOD OR TIME, THE RETURN OF FEES PAID TO HAWTHORN ASSOCIATES HEREUNDER WITH REPECT TO THE SERVICES GIVING RISE TO SUCH BREACH.**

ARTICLE VII
LIMITATION ON DAMAGES

HAWTHORN ASSOCIATES AND EACH OF ITS PERSONNEL SHALL NOT BE LIABLE FOR ANY ACTIONS, DAMAGES, CLAIMS, LIABILITIES, COSTS, EXPENSES, OR LOSSES IN ANY WAY ARISING OUT OF OR RELATING TO THE SERVICES PERFORMED HEREUNDER FOR AN AGGREGATE AMOUNT IN EXCESS OF THE AMOUNTS ACTUALLY RECEIVED FROM CLIENT BY HAWTHORN ASSOCIATES UNDER THIS AGREEMENT. CLIENT, ITS AFFILIATES, AGENTS AND SUBCONTRACTORS, AND EACH OF ITS PERSONNEL SHALL NOT BE LIABLE FOR ANY ACTIONS,

DAMAGES, CLAIMS, LIABILITIES, COSTS, EXPENSES, OR LOSSES IN ANY WAY ARISING OUT OF OR RELATING TO THE SERVICES PERFORMED HEREUNDER FOR AN AGGREGATE AMOUNT IN EXCESS OF THE AMOUNTS PAID AND PAYABLE BY CLIENT TO HAWTHORN ASSOCIATES UNDER THIS AGREEMENT. IN NO EVENT SHALL EITHER PARTY, ITS AFFILIATES, AGENTS OR SUBCONTRACTORS, OR ANY OF THEIR PERSONNEL BE LIABLE FOR CONSEQUENTIAL, SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE OR EXEMPLARY DAMAGES, COSTS, EXPENSES, OR LOSSES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS AND OPPORTUNITY COSTS) NOR SHALL THEY BE LIABLE FOR ANY CLAIM OR DEMAND AGAINST THE OTHER PARTY BY ANY THIRD PARTY. THE WAIVER OF THIRD PARTY CLAIMS SHALL NOT APPLY TO THE INDEMNITY OBLIGATIONS SET FORTH IN SECTION 5.4 ABOVE. THE PROVISIONS OF THIS PARAGRAPH SHALL APPLY REGARDLESS OF THE FORM OF ACTION, DAMAGE, CLAIM, LIABILITY, COST, EXPENSE, OR LOSS, WHETHER IN CONTRACT, STATUTE, TORT (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE), OR OTHERWISE.

ARTICLE VIII

SAFEGUARD OF PROTECTED INFORMATION

8.1 If and to the extent and so long as required by law, and not otherwise, Hawthorn Associates does hereby assure Client that Hawthorn Associates will appropriately safeguard protected information made available to or obtained by Hawthorn Associates. In implementation of such assurance and without limiting the obligations of Hawthorn Associates otherwise set forth in this Agreement or imposed by applicable law, Hawthorn Associates hereby agrees to comply with applicable requirements of law relating to protected information and with respect to any task or other activity Hawthorn Associates performs on behalf of Client, to the extent Client would be required to comply with such requirements.

8.2 Without limiting the rights and remedies of Client elsewhere set forth in this Agreement or available under applicable law, Client may terminate this Agreement without penalty or recourse to Client if Client determines that Hawthorn Associates has violated a material term of the provisions of this Article VIII.

ARTICLE IX
COOPERATION

9.1 Client shall cooperate with Hawthorn Associates in the performance of the Services hereunder, including, without limitation, providing Hawthorn Associates, in a timely manner, with access to data, information and personnel of Client and all other assistance and cooperation as is reasonably requested by Hawthorn Associates to allow Hawthorn Associates to perform its obligations under this Agreement. Client is responsible for the accuracy of all such information and data.

ARTICLE X
CONFIDENTIAL INFORMATION

10.1 To the extent that, in connection with this engagement, each party comes into possession of any proprietary or confidential information of the other party ("Confidential Information"), each party agrees to use the Confidential Information of the other party solely for

the purposes of this engagement, and will not disclose such Confidential Information to any third party (including, without limitation, other school districts) without the other party's consent. Confidential Information of Client is information designated in writing by Client to be confidential in nature. Confidential Information of Hawthorn Associates includes the software, work papers and other information designated by Hawthorn Associates in writing to be confidential. The terms of this engagement shall also be considered Confidential Information. Each party shall maintain the Confidential Information of the other party in confidence using at least the same degree of care as it employs in maintaining in confidence its own proprietary and confidential information, but in no event less than a reasonable degree of care. Client agrees to inform its agents and personnel involved in the administration of this program in writing of its confidentiality obligations under this Agreement.

10.2 Confidential Information shall not include information which (i) shall have otherwise become publicly available other than as a result of disclosure by the receiving party in breach hereof, (ii) was disclosed to the receiving party on a nonconfidential basis from a source other than the disclosing party, which the receiving party believes is not prohibited from disclosing such information as a result of an obligation in favor of the disclosing party, (iii) is developed by the receiving party independently of, or was known by the receiving party prior to, any disclosure of such information made by the disclosing party, (iv) is required to be disclosed by order of a court of competent jurisdiction, administrative agency or governmental body, or by any law, rule or regulation, or by subpoena, summons or any other administrative or legal process, or by applicable regulatory or professional standards, or (v) is disclosed with the written consent of the disclosing party.

10.3 Each party agrees to use diligent efforts to comply with applicable federal and state laws governing the disclosure of confidential information regarding students and their families, including any obligations described in Article VIII.

ARTICLE XI
FORCE MAJEURE

Hawthorn Associates shall not be liable for any delays or other non-performance resulting from circumstances or causes beyond its reasonable control, including, without limitation, acts or omissions or the failure to cooperate of the other party or any individual or entity under its control (including, without limitation, their respective officers, directors, personnel and agents), fire or other casualty, act of God, strike or labor dispute, war or other violence, or any law, order or requirement of any governmental agency or authority.

ARTICLE XII
NON-EXCLUSIVITY

This Agreement shall not preclude or limit in any way the right of Hawthorn Associates to provide services, of any kind or nature whatsoever, to any individual or entity as Hawthorn Associates in its sole discretion deems appropriate.

ARTICLE XIII
LIMITATION OF ACTIONS

No action, regardless of form, arising under or relating to this engagement, may be brought by either party more than two years after the cause of action has accrued, except that an action for non-payment may be brought by a party not later than two years following the date of the last payment due to such party hereunder.

ARTICLE XIV
INDEPENDENT CONTRACTOR STATUS

It is understood and agreed that each of the parties hereto is an independent contractor and that, neither party is, nor shall represent itself to be, an agent, fiduciary, joint venturer, co-owner, employee, distributor or representative of the other.

ARTICLE XV
SURVIVAL OF CERTAIN PROVISIONS

The provisions of Articles II, III, V, VI, VII, VIII, X, XIII, XIV, XV, XVI, XVII, XVIII, XX and XXIV of this Agreement, as well as those provisions of the License Agreement identified therein as surviving the expiration or termination of the License Agreement, shall survive the expiration or termination of this Agreement and its attachments.

ARTICLE XVI
BINDING NATURE AND ASSIGNMENT

Except as provided below, neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other.

ARTICLE XVII
WAIVER OF JURY TRIAL

HAWTHORN ASSOCIATES AND CLIENT HEREBY IRREVOCABLY WAIVE, TO THE FULLEST EXTENT PERMITTED BY LAW, ALL RIGHTS TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER IN CONTRACT, STATUTE, TORT (SUCH AS NEGLIGENCE, OR OTHERWISE) RELATING TO THIS ENGAGEMENT.

ARTICLE XVIII
NOTICES

Except as otherwise specified herein, all notices, consents, approvals, requests and other communications required or permitted under this Agreement shall be given in writing and mailed by registered or certified United States mail, return receipt requested, postage prepaid, and addressed to the addressee at its address set forth below:

If to Client:

Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102
Attention: Shelley Nacke

If to Hawthorn Associates:

Hawthorn Associates of Lake County LLC
692 Insull Drive
Vernon Hills, IL 60061
Attention: Steve Koruna

All notices shall be deemed given on earlier of (a) delivery or (b) five calendar days after the day of mailing. Either party to this Agreement may change its address or designate an agent for the receipt of notices at any time by giving notice thereof to the other as provided in this Article XVIII. Any notice given by a party hereunder must be signed by an authorized representative of such party.

ARTICLE XIX
ENTIRE AGREEMENT

This Agreement, including the Exhibits attached hereto, constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and supersedes all other oral or written representations, understandings or agreements relating to the subject matter hereof.

ARTICLE XX
SEVERABILITY

If any provision of this Agreement is declared or found to be illegal, unenforceable or void, such provision shall not effect the other provisions hereof, but shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this Agreement.

ARTICLE XXI
WAIVERS AND AMENDMENTS

21.1 No delay or omission by any party in enforcing, or failure to insist upon strict performance of, its rights or remedies under this Agreement shall impair such right or remedy or be deemed to be a waiver thereof.

21.2 No waiver of any right or remedy under this Agreement with respect to any occurrence or event on one occasion shall be deemed a waiver of such right or remedy with respect to such occurrence or event on any other occasion.

21.3 No amendment or waiver shall be valid unless in writing and signed by both parties.

ARTICLE XXII
COSTS

Each party shall bear its own costs in connection with the negotiation, preparation, execution and delivery of this Agreement.

ARTICLE XXIII
SECTION HEADINGS

The section headings contained in this Agreement are for convenience of reference only and shall not affect the meaning or interpretation of this Agreement.

ARTICLE XXIV
GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois (without giving effect to the choice of law principles thereof). Any action to enforce this Agreement shall be brought in any Illinois state or federal court of competent jurisdiction located in the county (or, in the case of a federal court, the judicial district) in which the claim arose.

ARTICLE XXV
COMPLIANCE WITH LAWS AND SECURITY REGULATIONS

Except as expressly set forth herein, Hawthorn Associates shall comply with applicable federal, state and local laws, ordinances, code(s), and regulations.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be made and executed as of the date first set forth above.

Community Unit School District 300

By: _____
Name: _____
Title: _____

Hawthorn Associates of Lake County LLC

By: _____
Name: Steven Koruna
Title: Partner

EXHIBIT A

SCOPE OF SERVICES

1) Hawthorn Associates shall perform the following services under this Agreement:

   a) Adaptation of the MyServiceTracker toolset to accept student data from, and interface data to, the Client environment (including tools like the Client's student information system and student transportation system).

   b) Mapping, documentation, and review of common IEP development procedures to define information management needs, assess technology acceptance and readiness, and develop implementation strategies.

   c) Development of appropriate required district, state, and federal reports supported by the MyServiceTracker toolset.

   d) Initial and on-going training of Client staff in the use and operation of the MyServiceTracker toolset.

   e) Application maintenance of the MyServiceTracker toolset.

   f) Modification of the MyServiceTracker toolset as required to meet state and federal requirements.

   g) Maintenance of telephone and email support services during Client business hours.

EXHIBIT B

COMPENSATION

1. Calculation of Annual Payment

Hawthorn Associates will receive an annual fee equal to the sum of the following calculation:

($1.90 x Total Enrollment of the Client)

Total Enrollment is defined as the official Fall Housing Report count used by Illinois school districts in reporting to Illinois State Board of Education (ISBE).

2. Schedule for Annual Payment

The Client will be invoiced annually, on or around March 1st of each school year. The Client will pay the compensation within thirty (30) days of receipt of invoice. Hawthorn Associates shall serve notice to Client of Unpaid Compensation past due. Client will have a thirty (30) day cure period to pay Unpaid Compensation. Without limiting its rights or remedies, after sixty (60) days Hawthorn Associates shall have the right to halt or terminate entirely its Services until payment is received on amounts past due.

3. Financial Obligation

It is expressly understood by the Parties to this Agreement that Client's sole financial obligation for the Services defined in this Agreement is the total figure calculated in Item 1. Hawthorn Associates agrees that no additional costs incurred by Hawthorn Associates in providing the Services will be separately billed to Client.

EXHIBIT C

License Agreement

This License Agreement (the “License Agreement”) is entered into and effective the 1st day of July 2025 (the “Effective Date”) by and between Hawthorn Associates of Lake County LLC 692 Insull Drive Vernon Hills IL 60061, (“Hawthorn Associates”), and Community Unit School District 300 (“Licensee”).

RECITALS

WHEREAS, Hawthorn Associates and Licensee are parties to a consulting agreement (the “Consulting Agreement”) by which Hawthorn Associates provides certain special education information management services;

WHEREAS, Hawthorn Associates has developed a proprietary computer application, and related systems documentation that are currently being used by Hawthorn Associates (as of the Effective Date) to support special education information management (collectively, the “Licensed Products”);

WHEREAS, Hawthorn Associates hereby grants to Licensee, and Licensee hereby accepts, on the terms and conditions set forth in this License Agreement, a non-exclusive, royalty-free, limited, non-transferable license to use the Hawthorn Associates software systems and components identified and more particularly described below (hereinafter referred to as the "Licensed Products") for the purposes set forth in this Agreement. Licensee may use such Licensed Products without restriction as to the location of Licensee, subject to the other terms and conditions set forth herein.

Licensed Products
“MyServcieTracker software toolset, including all related documentation and materials"

Hawthorn Associates of Lake County LLC

By:_____

Name: Steven Koruna _____

Title: Partner _____

Date: 03/04/2025 _____

Community Unit School District 300

By: _____

Name: _____

Title: _____

Date: _____

1. **Term of License Agreement**. This License Agreement shall be coterminous with the Consulting Agreement to which it is an Exhibit, unless earlier terminated in accordance with the terms hereof, and it shall have no effect independent of the Consulting Agreement. This License Agreement shall terminate automatically upon expiration or termination of the Consulting Agreement. Should Licensee be in material breach of this Agreement, this License Agreement will terminate immediately if the Licensee, upon thirty (30) days written notice, fails to cure its material breach within such thirty (30) days' notice period.
   Upon termination of this License Agreement, Hawthorn Associates shall, without separate or specific notice, promptly (but in no event later than five days following such termination) revoke or deactivate all passwords provided by Hawthorn Associates to Licensee.
2. **Use of Licensed Products**.
   a. Internal Use In Connection with Original Project. Licensee is authorized to use the Licensed Products solely for its own internal business purposes. Licensee shall not utilize the Licensed Products for any other purpose or any broader application, whatsoever.
   b. Compliance with Laws. In using the Licensed Products as permitted hereunder, Licensee shall comply with all applicable laws and regulations.
   c. Limitations on Use. Licensee shall not copy, modify, reverse engineer or translate the Licensed Products.
   d. No Other Rights. Except for the license expressly granted in paragraph 2.a, Licensee shall have no rights or interest with respect to the Licensed Products.
3. **No Transfer of Rights**. Licensee's rights under this License Agreement to use the Licensed Products may not be assigned, pledged, licensed or otherwise transferred, whether voluntarily, by operation of law or otherwise, without the prior written consent of Hawthorn Associates.
4. **Delivery of Passwords**. Hawthorn Associates will furnish to Licensee, promptly following execution of this License Agreement by both parties, passwords ("Licensed Passwords") that will allow Licensee's employees and contractors to access the Licensed Products.
5. **Protection of Passwords.**
   a. Licensee agrees to require its employees and contractors, if any, (i) to maintain strict confidentiality of Licensed Passwords; and (ii) to prevent all persons other than Licensee's employees and contractors from obtaining access to Licensed Passwords or the Licensed Products.
   b. Hawthorn Associates reserves the right to deactivate or revoke the License Password of individual employees and contractors of Licensee in the event of a violation of any term of this License Agreement, or of any applicable federal or state law or regulation pertaining to activities undertaken pursuant to this License Agreement.
6. **License Fee**. Hawthorn Associates is providing this license for the Licensed Products at no charge to Licensee.
7. **Confidential and Proprietary Property**. Licensee acknowledges that the Licensed Products, the Licensed Passwords and all specifications, techniques and information relating to the use and function of the Licensed Products that are disclosed or made available to Licensee in connection with this License Agreement and the Project are confidential and proprietary property of Hawthorn Associates, and Licensee therefore agrees that it shall:
   a. maintain the Licensed Products and Licensed Passwords in trust and confidence and limit its use to only the purposes set forth in paragraph 2 hereof using at least the same degree of care as it employs in protecting from disclosure and unauthorized use its own confidential information, but always at least a reasonable degree of care;
   b. limit access to the Licensed Products and Licensed Passwords solely to those employees and contractors of Licensee who have a direct and immediate need of such access, and shall ensure that such employees and contractors are advised of, bound by and comply with all the provisions hereof;
   c. not disclose the Licensed Products, the Licensed Passwords, or any portion of the Licensed Products or Licensed Passwords, to any other parties other than as set forth above in this paragraph 7 and in applicable addendum to this Licensing Agreement, if any.
8. **Warranty**. **HAWTHORN ASSOCIATES EXPRESSLY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT OF THIRD PARTY RIGHTS, RELATING TO THE LICENSED PRODUCTS AND THIS LICENSE AGREEMENT. ALL LICENSED PRODUCTS AND ALL UPDATES, MODIFICATIONS AND ENHANCEMENTS, IF ANY, PROVIDED PURSUANT TO THIS LICENSE AGREEMENT ARE BEING PROVIDED ON AN "AS-IS" BASIS WITHOUT ANY WARRANTY WHATSOEVER, AND LICENSEE ASSUMES ALL RISK AS TO SUITABILITY, USE AND POTENTIAL ERRORS ARISING FROM USE OF THE LICENSED PRODUCTS.**
9. **No Updates or Enhancements**. Hawthorn Associates shall have no obligation to supply updates, modifications or enhancements to the Licensed Products **EXCEPT for those listed in Section 1.f of Exhibit A of the Consulting Agreement**. However, Hawthorn Associates may, in its sole discretion, provide to Licensee such updates, modifications or enhancements, in which case this License Agreement shall apply to such updates, modifications or enhancements and the term "Licensed Products" as used herein shall include such updates, modifications and enhancements. Unless otherwise set forth in a separate services agreement, the delivery of certain updates, modifications or enhancements shall not in any way obligate Hawthorn Associates to provide such updates, modifications or enhancements in the future.
10. **Limitation of Liability. HAWTHORN ASSOCIATES SHALL HAVE NO LIABILITY TO LICENSEE ARISING OUT OF OR RELATING TO THIS LICENSE AGREEMENT, REGARDLESS OF THE FORM OF THE CAUSE OF ACTION, WHETHER IN CONTRACT, STATUTE OR TORT, INCLUDING, WITHOUT LIMITATION, NEGLIGENCE, OR OTHERWISE.**
    UNDER NO CIRCUMSTANCES SHALL LICENSEE BE ENTITLED TO ANY LOST PROFITS, ANY CLAIMS BASED UPON ANY THIRD PARTY CLAIM OR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL OR PUNITIVE DAMAGES OF ANY NATURE WHATSOEVER, INCLUDING, WITHOUT LIMITATION, ANY DAMAGES ARISING OUT OF ANY MALFUNCTIONS, DELAYS, LOSS OF DATA, INTERRUPTION OF SERVICE OR LOSS OF BUSINESS OR ANTICIPATORY PROFITS, EVEN IF HAWTHORN ASSOCIATES HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
11. **Notices**. Any notices or other communications hereunder shall be in writing and shall be deemed to have been given three days after the mailing thereof to the address of the intended recipient set forth on the face hereof or the same day as a facsimile thereof is transmitted to the number of the intended recipient set forth on the face hereof. A party may change its address or facsimile number for purposes of notice hereunder by giving the other party notice of such change in conformity with the foregoing provisions of this paragraph.
12. **Binding Nature**. The rights and obligations of the parties hereto shall inure to the benefit of and be binding upon their successors and, in the case of Hawthorn Associates, its assigns.
13. **Waivers**. No delay or omission by any party in enforcing or requiring observance of any of the provisions hereof shall impair the rights of such party or be construed as a waiver thereof. No waiver of any of the provisions hereof shall be valid unless in writing and signed by the party against which such waiver is sought to be enforced.
14. **Survival**. The provisions of paragraphs 1 (third sentence), 2.d., 7, 8, 9, 10, 11, 12, 13, 15 and 16 hereof, shall survive the expiration or termination of this License Agreement.

15. **Entire Agreement, Amendment**. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof. No amendment of any of the provisions hereof shall be valid unless in writing and signed by Hawthorn Associates and Licensee.
16. **Governing Law, Severability, Cumulative Remedies**. This Agreement and all matters covered herein shall be governed by and construed in accordance with the laws of the State of Illinois (without giving effect to the choice of law principles thereof). If any provision hereof shall be prohibited by or invalid under applicable law, then such provision shall be ineffective only to the extent of such prohibition or invalidity without invalidating the remainder of such provision or any other provision hereof. The remedies provided herein to Hawthorn Associates are cumulative and are not exclusive of any other remedies of Hawthorn Associates at law, in equity or otherwise. Without limiting the foregoing, the foregoing, Licensee acknowledges that a breach of any of the provisions hereof would cause irreparable harm to Hawthorn Associates, and, therefore, Hawthorn Associates shall be entitled to temporary or permanent injunctive relief (without the need to post any bond or other undertaking) for the breach or threatened breach hereof by Licensee or any of its employees or agents.

Love Your Classroom LLC

Service Request Authorization Form

Client: District 300 Date of Contract Renewal: February 21, 2025
Date of Request: February 21, 2025

Services Requested	Rate	Details
Year Long Weekly Classroom Coaching	3 hours/week BCBA Coaching 36 total weeks 108 total hours $150.00/hour $16,200 per classroom	District 300 is requesting year long classroom behavioral coaching in the following specific classrooms for the 2025-2026 school year: Every LEAP Classroom housed at Big Timber Elementary School and Neubert Elementary School. This totals 8 classrooms to receive yearlong classroom coaching. $129,600.00
8-Week Classroom Coaching Package	3 hours/week BCBA Coaching 8 total weeks 24 total hours $150.00/hour $3,600.00 per classroom	District 300 has requested 8-week coaching packages for the two SOAR classrooms housed at Westfield Elementary School. $7,200.00
Mileage at the national mileage rate will be added for BCBA travel to and from every appointment. The current national mileage rate is $0.70/mile.		
Total Estimated Commitment (Not including mileage):		$136,800.00

Teach - Train - Thrive

time to thrive

classroom coaching model

What is this service?

Our Classroom Coaching Model was developed by a former classroom educator, current Board Certified Behavior Analyst. It's a service that provides 3 hours of coaching per week for 8 total weeks. Yearlong coaching is also available and often preferred for higher need classrooms.

Why coaching?

Behavior has changed a lot in the last 10 years. Most educators were not given the tools needed to address the wide array of student behavior we see in classrooms. The field of behavior also has a rich wealth of research when it comes to skill acquisition, so our coaches are also able to contribute to classroom learning.

Who is LyC Classroom Coaching For?

Every educator deserves a coach. Whether you're struggling with behavior, or you are having a great year. Whether you're a seasoned vet or first year educator. Whether you teach pre-k or high school. Every classroom has a unique culture. So our coaching model allows us to custom fit all advice to your individual space, rather than providing generic strategies. Our coaches listen to your preferences, get to know your classrom, and provide research based support to help you reach your goals.

lani@teachtt.com

www.teachtrainthrive.com

Quote No.	Opportunity No.	Date
Q-226959	OPP-415004	3/14/2025

Remit To	Contact Info
n2y, LLC PO Box 550 Huron, OH 44839	Kristina Biegelmann kristina.biegelmann@d300.org

Bill To	Ship To
Community Unit School District 300 2550 Harnish Drive Algonquin, Illinois 60102	Community Unit School District 300 2550 Harnish Drive Algonquin, Illinois 60102

Date	Payment Terms	RFP / Contract #	Purchase Order
3/14/2025	Net 30		

Qty	Item	Description	Type	Sub No.	Sub Start Date	Sub End Date	Unit Cost	Amount
45	NWS	News2you™	Renewal	34681	8/17/2025	8/16/2026	USD 259.99	USD 11,699.55
45	ULS	Unique Learning System®	Renewal		8/17/2025	8/16/2026	USD 830.99	USD 37,394.55

Thank you for your business! In need of additional assistance? Please call us at (419) 433-9800 or (800) 697-6575.

Sub-Total:	USD 49,094.10
Sales Tax:	USD 0.00
Total:	USD 49,094.10

Please Note:

1. This Quote, exclusive of sales tax, is valid for 90 days. Purchase orders or payments via credit card must be received within 90 days from the date of this Quote to guarantee the listed price.
2. Multi-year Quotes require full payment of the Quote amount up front.
3. Prices are subject to change without notice. All orders are subject to our standard terms and conditions. (Terms of Use & Privacy Policy)
4. n2y accepts ACH Payments, checks, or credit cards for all orders.
5. If paying by credit card for a quote without an invoice,
   - Orders greater than $5,000 will include a 4% processing fee
   - Credit card payments CANNOT be processed via phone or email. They can only be processed through our online store via a link.
   - Reach out to your Sales Representative to request a link to pay.
6. Your Sales Representative would be happy to address any questions you might have regarding these policies.

Quote No.	Opportunity No.	Date
Q-226959	OPP-415004	3/14/2025

NOTE: Your order/Quote will not be processed until we receive a copy of your purchase order. Tax exempt organizations must include a copy of your state tax exempt form with your purchase order. All orders without a state tax exempt form will be charged sales tax at the applicable state rate.
There are four ways to process this Quote:

1. **Preferred:** Email your purchase order along with a copy of your Quote to **sales@n2y.com** or to your Sales Representative. **Email will result in faster processing.**
2. Fax your purchase order and a copy of your Quote to **(419) 433-9810**.
3. To request to use a credit card for payment, contact your n2y Sales Representative via the email address listed below.
4. Mail your purchase order to the address below. Be sure to attach a copy of this Quote or reference **Quote Number Q-226959** on the purchase order.

n2y, LLC
PO Box 550
Huron, OH 44839

n2y Math Manipulatives and Paper Kits are subject to availability.

ULS printed books will be in stock and available for shipping on July 15, 2024. Purchase orders can be submitted at any time but will not be invoiced and fulfilled until product is on hand in the warehouse.
Cancellation of training day(s) requires a 30 day notification. Failure to cancel within 30 days of initial training date may result in a cancellation fee of up to 50%.

For additional assistance with your order, please call n2y at (419) 433-9800 or (800) 697-6575.

Sincerely,

Joni Degner
j.degner@texthelp.com
(419) 433-9800 ext.

AGREEMENT

AGREEMENT made effective as of the 1st day of July 2025 by and between Community Unit School District 300 (the "District"), having its administrative offices at 230 Covington Drive, Bloomingdale, IL 60108 and EI US, LLC dba LearnWell (the "Company"), formerly Education, Inc., having its office at 2 Main Street, Suite 2A, Plymouth, MA 02360.

In consideration of the mutual covenants and conditions contained in this Agreement, the District and the Company hereby agree as follows:

1. **Retention**: The District hereby agree to retain the Company and the Company agrees to provide the District with its services consisting of any of the following upon the terms and conditions herein set forth: The District hereby agree to retain the Company and the Company agrees to provide the District with Academic Tutoring Services during the 2025-2026 school year at facilities where LearnWell is the education provider. Virtual 1:1 tutoring services fall under a separate contract that can be provided upon request.

2. **Term**: This Agreement will be for services provided July 1, 2025 – June 30, 2026 inclusive, unless terminated early as provided in this Agreement. It is understood that the District are under no obligation to renew this Agreement upon its expiration.

3. **Compensation**: See Exhibit A attached:

4. **Independent Contractor**: The Company is retained by the District only for the purposes and to the extent set forth in this Agreement, and its relation to the District shall, during the period of its retention and services hereunder, be solely that of an independent contractor. The compensation being paid pursuant to this Agreement shall not be subject to withholding taxes or other employment taxes required with respect to compensation paid by the District to an employee. The Company shall observe all requirements imposed by any laws upon corporations. The District, if required by Federal or State requirements, will submit a Form 1099, at year-end to the Federal government and to Company if having a gross income exceeding $600, which thereupon will be reported for income tax purposes. Neither the Company nor any of its employees, agents, or assigns will be eligible for any employee benefits whatsoever relative to this Agreement including, but not limited to, social security, Illinois Worker's Compensation, unemployment insurance, Illinois State Retirement System benefits, health or dental insurance, or malpractice insurance, or the like. With regard to employees of the Company the Company alone shall be responsible for their work, personal conduct, direction, compensation, and for payment of all employment and other taxes in relation thereto.

5. **Indemnification**: The Company hereby indemnifies the District with respect to all claims, charges, costs and expenses arising out of the negligence of the Company, its agents, or employees, or with respect to the Company's breach of its obligations. The Company shall defend (with counsel selected by the District and reasonably approved by the Company), indemnify, and hold harmless the District, and its agents, members, representatives and employees

from any and all claims, costs, expenses (including, but not limited to, attorney fees) related, directly or indirectly, to this indemnity.

6. **Expenses**: The Company will pay all expenses incurred by it in connection with the performance of his duties hereunder, including but not limited to automobile and/or travel expenses.

7. **Required Records:** The Company shall provide services and maintain records, logs and reports in accordance with all applicable laws, regulations and requirements of the Illinois Education Department, Illinois State Department of Labor and District policies and procedures in force during the term of this Agreement. All student records, logs. etc., will be the property of the Company and will be considered mandated records. Company shall provide the District with a copy of any reports, testing, evaluations, or observations that are prepared in connection with the services provided by the Company under this Agreement.

8. **Confidentiality**: The Company shall maintain the confidentiality of student records in accordance with HIPAA or any other applicable federal laws and regulations.

9. **Review of Company Records**: In compliance with HIPAA, the District shall have the right to examine any or all records or accounts maintained by the Company in connection with this Agreement.

10. **Insurance**: The Company shall provide the District with a certificate of liability insurance naming the District as an additional insured with coverage of not less than One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in the aggregate upon execution of this Agreement. The Company shall notify the District in writing ten (10) days prior to any lapse in liability coverage. The absence of liability coverage during the term of this Agreement may result in immediate termination of this Agreement.

11. **Employer's Authority**: The Company represents and warrants that it will observe and comply with the policies, rules and regulations of the Company (and shall cause its employees to do the same), including, but not limited to, the Company Code of Conduct, performance of its duties, and to carry out and perform orders, directions and policies advised from the District.

12. **Termination**: This Agreement shall be terminated upon the occurrence of any of the following events:

(a) Immediately upon the breach by the Company of any of the policies, rules and regulations of the District relating to the health or safety of students or District employees.

(b) Automatically upon the filing of a Petition in Bankruptcy by the Company

(c) Upon thirty days (30) notice by either the District or the Company to the other, together with the reason for said early termination. Termination under this provision will only be permissible upon a showing that the reason cited is not arbitrary or capricious.

Upon termination of this Agreement, the Company shall be entitled to receive only the compensation accrued and unpaid as of the date of termination and shall not be entitled to any additional compensation.

13. **Notices:** Any notices required or permitted to be given under the terms of this Agreement shall be sufficient in writing and if personally delivered or sent by registered or certified mail to the parties at the following addresses:

To the Company:	To the District:
LearnWell 2 Main Street, Suite 2A Plymouth, MA 02360	Community Unit School District 300 2550 Hamish Drive Algonquin, IL 60102

14. **Entire Agreement**: This instrument contains the entire agreement of the parties with respect to the subject matter thereof and supersedes any and all other agreements, understandings and representations by and between the parties.

15. **Modification**: This Agreement may not be changed orally, but only by an agreement in writing signed by the party or parties against whom an enforcement of any waiver, change, modification, extension or discharge is sought. Any waiver of any term, condition or provision of this Agreement will not constitute a waiver of any other term, condition or provision, nor will a waiver of any breach of any term, condition or provision constitute a waiver of any subsequent or succeeding breach.

16. **Third-Party Beneficiaries**: There are no third-party beneficiaries of or in this Agreement or any of the terms or provisions hereof or any of the rights, privileges, duties, liabilities or obligations created hereby.

17. **Negotiated Agreement**: This is a negotiated Agreement, and this Agreement shall not be construed against any party by reason of this Agreement being prepared by such party's attorney. Each party warrants that it has full power to execute, deliver and perform this Agreement and has taken all actions required by law, its organizational documents or otherwise to authorize the execution and delivery of this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their respective hands and seals as of the date and year first above written.

By: _____

Authorized Representative

Community Unit School District 300

By: _____

Authorized Representative

EI US, LLC

Exhibit A

Compensation: The District agrees to compensate the Company at the rate of $65.35 per hour for up to 10 hours per week. Upon the District verifying the student's enrollment via a verbal conversation or email communication with an EI US, LLC employee, billing will commence from the student's date of admission or designated start date. Each hour of instruction delivered in any setting requires administrative and preparation time, and LearnWell bills an additional 33% for those services (i.e., each three (3) hours of teaching generates one (1) hour of admin/prep time cost). Such compensation shall be paid within thirty (30) days of receipt and approval by the District of invoices (in form and substance satisfactory to the District) from the Company with respect to performance of such services.

Authority: Each of the signatories represents that he/she is authorized to execute this Agreement and to bind the District on whose behalf he/she has signed to its terms. The Company further represents that its representative has the authority to sign and bind the Company to its terms.

Exhibit: This Exhibit A is enforceable as against the Company and District only by virtue of its incorporation by reference in the Agreement between the Company and the District and is subject to all of the terms contained in such Agreement, including the termination provisions therein. This Exhibit A does not itself create any legally binding obligations on the Company or the District independent of the Agreement in which it is incorporated by reference.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 8, 2025

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: David Nowak, Director of 504 & Alternative Programming

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: Online-Based Learning Contract (Renewal)

Background

This renewal contract covers the Online-Based Learning Management System and Curriculum provided by Imagine Learning (Edgenuity) for use across all middle schools, high schools, and Oak Ridge School in the district. The online platform serves two primary educational objectives:

1. Credit Recovery: Allowing students to retake or complete courses they have not previously passed.
2. Academic Enrichment: Providing additional learning opportunities for students seeking to expand their educational experience.

The platform is designed to support students who require flexible, individualized learning options beyond traditional classroom instruction.

Administrative Recommendation

The administration recommends approval of the subscription contract as presented.

Fiscal Impact

The total cost of the contract is $382,644.00. This contract will be paid by the Ed Services - Alternative Education budget and is a two-year term, from 8/1/2025 - 7/31/2027.

Price Quote

100 S. Mill Ave
Suite 1700
Tempe, AZ 85281
877-725-4257

Date	2/14/2025
Quote No.	Q-78264
Acct. No.	12216091
Total	382,644.00
Pricing Expires	04/15/2025

Community Unit School District 300
2550 Harnish Dr
Algonquin IL 60102
United States

2025-2027 2-Yr Renewal Imagine Enginuity & Imagine Purpose with Academic Integrity

Payment Term	Contract Start	Contract End
Net 45	8/1/2025	7/31/2027

Site	Description	End Date	Qty	Per Unit	Amount
Community Unit School District 300					
	Edgenuity Academic Integrity	07/31/2027	1	7,500.00	7,500.00
Hampshire High School					
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	07/31/2027	1	39,930.00	39,930.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	16,491.75	16,491.75
Harry D Jacobs High School					
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	07/31/2027	1	39,930.00	39,930.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	16,491.75	16,491.75
Oak Ridge School					
	Imagine EdgeEX with Edgenuity 6-12 Comprehensive Site License	07/31/2027	1	16,508.25	16,508.25
	Imagine Purpose 6-12 Site License	07/31/2027	1	5,766.75	5,766.75
Algonquin Middle School					
	Edgenuity 6-8 Comprehensive Site License	07/31/2027	1	21,780.00	21,780.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	13,191.75	13,191.75
Carpentersville Middle School					
	Edgenuity 6-8 Comprehensive Site License	07/31/2027	1	21,780.00	21,780.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	13,191.75	13,191.75
Dundee Middle School					
	Edgenuity 6-8 Comprehensive Site License	07/31/2027	1	21,780.00	21,780.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	13,191.75	13,191.75
Hampshire Middle School					
	Edgenuity 6-8 Comprehensive Site License	07/31/2027	1	21,780.00	21,780.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	13,191.75	13,191.75

Site	Description	End Date	Qty	Per Unit	Amount
Westfield Community School					
	Edgenuity 6-8 Comprehensive Site License	07/31/2027	1	27,225.00	27,225.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	16,491.75	16,491.75
Dundee-Crown High School					
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	07/31/2027	1	39,930.00	39,930.00
	Imagine Purpose 6-12 Site License	07/31/2027	1	16,491.75	16,491.75

Subtotal	382,644.00
Tax Total	0.00
Total	382,644.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions . These Terms and Conditions are available at www.imaginelearning.com/standard-terms-and-conditions, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

Community Unit School District 300

Signature: _____

Print Name: _____

Title: _____

Date: _____

Imagine Learning Representative

Bob Furlin
Account Executive -
bob.furlin@imaginelearning.com
imaginethefutureoflearning.com

Thank you for your partnership.

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Jonathan Mickle,
Director of Facilities

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **RTU Replacement Contract JHS**

Background

Community Unit School District 300 is preparing for the proactive replacement of three (3) rooftop units (RTUs) that currently provide heating, ventilation, and air conditioning (HVAC) to the competition gymnasium and fieldhouse at Jacobs High School. The existing Trane RTUs are aging, and replacement is planned to avoid potential equipment failure and disruption.

We are requesting approval to proceed with the design and engineering phase to ensure project readiness for a Summer 2026 construction timeline and to accommodate long equipment lead times.

Elara Engineering has submitted a proposal to provide comprehensive engineering services, including:

- Documentation of existing conditions
- Coordination with Trane for equipment selection
- Structural and serviceability review in coordination with a licensed architect
- Preparation of permit, bid, and construction documents
- Bid management support
- Construction administration and functional testing

Elara's fee is 9.0% of the final construction cost, including bidding, construction administration, and testing. Based on the estimated total project cost of $1.9 million (including Elara's fee), their services are anticipated to cost approximately $171,000. The actual amount will be based on final bid outcomes and contractor pay applications.

Administrative Recommendation

The administration is recommending approval to proceed with the design and engineering phase with Elara Engineering for the Jacobs High School RTU Replacement project, at an estimated total cost of $1.9

million.

Fiscal Impact

The estimated project cost is $1.9 million, including engineering services, construction, and all associated costs. Engineering fees are calculated at 9.0% of the final construction cost. Funding for this project will be included in the FY26 Capital Projects Fund and may be adjusted upon final bids.

#25060
March 19, 2025

Jonathan Mickle
Director of Facilities
Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102

Re: CUSD 300 Jacobs High School RTU Replacement - Engineering Proposal

Dear Jon,

Thank you for the opportunity to provide this proposal for the engineering services required to replace the existing gymnasium and fieldhouse rooftop units (RTUs) serving Jacobs School, part of Community Unit School District (CUSD) 300 in Algonquin, IL.

In review, the existing competition gymnasium and fieldhouse for Jacobs High School are provided with space heating, ventilation, and air conditioning (HVAC) via a total of three (3) air handling units located on the roof of these spaces. Two (2) 90-ton RTUs serve the competition gym and one (1) 90-ton RTU serves the fieldhouse. All (3) existing RTUs are manufactured by Trane Company, employ natural gas heating and direct expansion (DX) cooling, and are equipped with an energy recovery ventilator (ERV) wheel heat exchanger module.

Based on our conversations, we understand the School District is planning for proactive replacement of these (3) RTUs due to their age. Due to current equipment lead times, we have discussed that construction for the RTU replacement should occur during the summer of 2026 and is intended to utilize new Trane equipment of the same style (including new ERVs), reusing existing roof curbs, where feasible. The new RTUs shall be supported by the building's existing infrastructure (i.e. electrical, controls, and structure) and shall reuse the existing ductwork distribution downstream of the RTUs (adjustments shall be made as required to accommodate the new equipment).

Based on Trane's current RTU lead times, we anticipate the following preliminary schedule to allow for operation of the new RTUs for the 2026-2027 school year:

- Approval to Proceed: No later than April 30, 2025
- Issue for Bid: September 11, 2025
- Bid Opening: October 2, 2025
- CFOC Approval: October 14, 2025
- Board Approval: October 28, 2025
- Construction: Summer 2026

Elara, therefore, proposes to provide the engineering services required to replace the existing (3) RTUs serving the competition gym and fieldhouse for Jacobs High School with new, similar equipment in the same locations as existing as summarized above. This includes the preparation of permit/bid/construction documents and the performance of bidding, construction administration, and functional testing. The following provides a detailed description of these services:

Permit/Bid/Construction Documents

Our initial engineering efforts shall be focused on performing additional site visits and further documenting the existing conditions and spatial constraints associated with the existing and new equipment and infrastructure. We shall also perform calculations and identify the performance requirements of the new RTUs and work with Trane and the School District to select the new equipment. At this time, we do not anticipate pre-order of the equipment is required. We shall engage the services of a licensed Architect (or their structural engineer) to review the existing structure to confirm the new equipment can be supported without modifications (presently assumed). The Architect shall also review the locations of the equipment and the need for additional modifications to allow for servicing of the equipment (i.e. railings, etc.).

We shall then proceed with preparing permit/bid/construction documents for use in obtaining the required approvals from the Authority Having Jurisdiction (AHJ), securing competitive bids from multiple prime contractors, and facilitating construction of the project. These permit/bid/construction documents shall include the following:

1. Scope of Work for the Mechanical and Controls portions of the project.
2. Scope of Work for the Electrical portion of the project.
3. Mechanical drawings depicting the demolition and installation of the new Mechanical equipment, ductwork, piping, and accessories.
4. Electrical drawings depicting the demolition and installation of the new Electrical equipment and wiring.
5. Schematic diagrams of the system identifying the location of the existing and new sensors required for control.
6. Specifications on drawings covering the Mechanical and Controls portions of the project.
7. Specifications on drawings covering the Electrical portion of the project.
8. Project Manual with Prime Contractor Instructions to Bidders and Bid Form.

The permit/bid/construction documents shall be prepared identifying the Mechanical Contractor as the prime contractor; all other contractors shall be sub-contractors to the prime contractor. We shall also engage the services of a licensed architect (Dewberry) as a sub-consultant to specify any equipment structural modifications, if required.

Bid

Upon completion of the permit/bid/construction documents, we shall assist the School District in obtaining and evaluating bids from multiple prime contractors. We understand that this project requires a public bid process. Our bidding services include (as required) posting a bid advertisement, creating a project manual, posting project drawings, conducting (1) pre-bid meeting, clarifying the project for the bidders, and responding to questions during the bidding period. We shall then conduct one (1) bid opening meeting and assist in evaluating the bids to determine the lowest responsible bidder. Our evaluation of the bids includes interviews with the lowest bidding contractors for clarification and identification of value added items.

Construction Administration

The purpose of these services is to endeavor to guard the School District against defects and deficiencies in the work of the contractors.

After award of the construction contract, we shall review submittals, shop drawings and equipment data for conformance with the Construction Documents. We shall also provide stamped copies of the Construction Documents to the Regional Office of Education to obtain the required approvals. We shall respond to requests for information and related correspondence and make periodic site visits (approximately once every other week) during active construction to observe the work in progress and determine if such work is proceeding in accordance with the Construction Documents. Based upon our on-site observations, we shall review the Contractor's applications for payment and recommend the amounts owed.

Construction Administration is not the same as construction management. The successful Prime Contractor shall be responsible for managing the project and coordinating all subcontractors. The successful Prime Contractor shall be responsible for preparing a detailed schedule of the sequence and duration of each phase of work. Additionally, any schedule modifications shall be developed and communicated by the Prime Contractor directly with the School District.

Functional Testing

One of the most important aspects of any project is functional testing. Upon completion of the installation, we shall be actively involved in the functional testing of this project during its first three months of operation. We shall work with the Controls Contractor to verify changes to the existing controls resulting from the equipment replacement are functioning as intended and orchestrate changes to meet the design intent. At this time, we have included eight (8) hours for our engineering efforts associated with functional testing.

Fee

We propose to provide the engineering services detailed above for a fee equal to 9.0% of the actual project construction cost (including associated demolition) as outlined in the Prime Contractor's final pay application. This fee will be conservatively estimated until bidding is complete and a successful Prime Contractor selected, and further be broken down per the following:

Elara Fee Breakdown	
Permit/Bid/Construction Documents	70%
Bidding	5%
Construction Administration & Functional Testing	25%
	100%

Our fees are exclusive of Reimbursable Expenses and Additional Services as defined in the enclosed Terms and Conditions.

Additional services requested outside the scope of this proposal shall be invoiced at the Elara hourly rate schedule applicable at the time this proposal is accepted. A current hourly rate schedule is provided below for your convenience:

ELARA 2025 Hourly Fee Schedule	
Principal	$290.00
Associate Principal	$270.00
Senior Project Manager/Engineer	$255.00

Senior Associate II/Engineer II	$255.00
Project Manager/Engineer	$240.00
Team Leader	$225.00
Senior Associate/Engineer	$200.00
Associate/Engineer	$180.00
Coordinator	$165.00
Designer	$155.00
Technician	$140.00
Administration	$100.00

This fee schedule is in effect through December 31, 2025.

Our terms are monthly progress bills, based on the percentage of work completed, due within thirty days of the date of the invoice or the unpaid balance subject to a 1% monthly finance charge.

Assumptions & Clarifications

1. To facilitate our services, we shall need access to the site for several site visits. We shall schedule these site visits ahead of time subject to approval by the School District.
2. At this time, we have based our proposal on the following:
    a. Replacement of the existing RTUs in the same location as existing with new, similar equipment of similar capacity manufactured by Trane Company and reusing existing roof curbs (adapter curbs shall be included, if necessary).
    b. Integration of the new equipment controls with the existing building automation system.
    c. Reuse of the building's existing main electrical and natural gas infrastructure to support the new equipment.
    d. Reuse of the existing ductwork distribution systems downstream of the new equipment. Ductwork modifications shall be designed where necessary to connect the new equipment to the existing distribution system.
    e. Using Autodesk AutoCAD or Revit 2022 or later software for the preparation of our Permit/Bid/Construction documents.
    f. Preparation of the construction contract by others; however, we shall support the contract preparation by providing engineering related documentation (construction documents, completed bid forms, etc.) that we recommend be referenced in the final contract.
    g. A single, continuous design and construction for this project occurring over a maximum of 18 continuous months.
    h. Up to two (2) reviews of each submittal and shop drawing as part of our Construction Administration. Additional reviews requested or determined to be necessary beyond the (2) included shall be billed as Additional Services.
3. We have included the following:
    a. Creation of digital floor plans as required by our design.
    b. Assisting in the preparation and submission of prescriptive applications for funding through local incentive programs (as applicable). Our fee is inclusive of communication and paperwork required by the utilities for compliance with their prescriptive incentive program(s). Note that funding through the incentive program(s) is not guaranteed and is subject to approval by incentive program

representatives. Additionally, please note that energy savings identified within incentive applications are not guaranteed.

4. Any services not set forth above are excluded from this Proposal. In addition, the following services are excluded from Elara's Scope of Services:
    a. The survey of inaccessible locations (i.e., behind closed walls and ceilings).
    b. Costs associated with asbestos abatement from our engineering fee (though we shall assist the abatement contractor in identifying the limits of the project areas, if required).
    c. Costs associated with third party testing of the actual performance of existing equipment/infrastructure.
    d. Energy modeling as none is presently seen as being required. It is assumed that energy code compliance will follow a prescriptive path.
    e. Revisions to the design documentation associated with "value engineering", shop drawings, and/or as-built documentation.
    f. Formal commissioning services.
    g. Multiple phases of bidding and construction. This work, if desired, can be provided as an Additional Service.
    h. Plumbing, fire protection, information technology, and civil engineering, as none is presently seen as being required.

Please indicate your acceptance of this proposal by signing below and forwarding an original to us. Upon execution, this proposal, along with its enclosed Terms and Conditions, shall become the agreement between the parties and shall supersede all prior proposals, oral or written, and any prior communications or agreements.

We look forward to continuing our work with you and School District 300. Please do not hesitate to call if there are items in this proposal that need clarification, modification or deletion or items that we have missed that need inclusion.

Respectfully Submitted,

Robert N. St. Mary
Project Engineer
Elara Energy Services, Inc.

Enclosure: Terms and Conditions

Accepted by:_____ Date:_____

INTRODUCTION

These Terms and Conditions shall be incorporated by reference into any purchase order, contract, proposal or other agreement between Elara Energy Services, Inc. (d.b.a. Elara Engineering) ("Elara") and the Client relating to the Project "the Agreement") and these Terms and Conditions shall supersede any conflicting terms and conditions in the Agreement. By accepting Elara's proposed agreement for Services for the Project, the Client agrees that these Terms and Conditions shall be attached to and become a part of the Agreement for the Project and that these Terms and Conditions shall take precedence over any conflicting terms or conditions in the Agreement.

EXCLUSIONS

Any services not set forth in the Scope of Services in the Agreement are excluded from Elara's Services, including but not limited to the following (as applicable to the project):

1. The survey of locations accessible only through destructive means (i.e. behind walls). Such locations may conceal hidden conditions which may cause a change in design or construction and the resulting additional cost of such conditions, including design fees and construction costs, are the responsibility of others. Elara shall carry no responsibility for the existence and ramifications of such hidden conditions.
2. Revisions to the Instruments of Service to reflect Value Engineering, shop drawings, and as-constructed conditions.
3. Hazardous materials. Elara shall not be responsible for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances at the Project site. The Client will retain, if necessary, a qualified industrial hygienist and/or contractor to provide these services.
4. The specification and layout of specialty (i.e. elevator, laboratory, etc.) equipment. Mechanical, electrical, plumbing, fire protection, and technology requirements to support this equipment are to be identified by others and submitted in writing to Elara for incorporation into Elara's design and Instruments of Service.
5. Final Building Information Modeling (BIM) coordination which is the responsibility of the General Contractor and successful contractors. Any coordination items requiring mechanical, electrical, plumbing, fire protection engineering, and/or technology review are to be submitted through a formal request for information (RFI) or addressed during included construction meetings, as applicable.

ADDITIONAL SERVICES

Elara may provide Additional Services after execution of the Agreement without invalidating the Agreement. Except for services required due to the fault of Elara, any Additional Services provided in accordance with this Section shall entitle Elara to compensation at its then standard rates, or as otherwise mutually agreed upon in writing, and an appropriate adjustment in Elara's schedule. Upon recognizing the need to perform Additional Services, Elara shall notify the Client with reasonable promptness and explain the facts and circumstances giving rise to the need. Elara shall not proceed to provide Additional Services without the Client's written authorization unless delay in the Additional Services would cause unreasonable delay in the Project. Additional Services are outside the scope of the Agreement and may include but are not limited to:

1. Preparation of multiple preliminary designs;
2. Services necessitated by a change in the Initial Information provided by the Client, previous instructions or approvals given by the Client, or a material change in the Project including size, quality, complexity, the Client's schedule or budget, or procurement or delivery method;
3. Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
4. Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
5. Services necessitated by decisions of the Client not rendered in a timely manner or any other failure of performance on the part of the Client or the Client's consultants or contractors;
6. Preparation of design and documentation for alternate bid or proposal requests, or Value Engineering, proposed by others;
7. Preparation for, and attendance at, a public presentation, meeting or hearing;
8. Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
9. Evaluating an extensive number of Claims as the Initial Decision Maker;
10. Evaluating substitutions proposed by the Client or Contractor and making subsequent revisions to Instruments of Service resulting therefrom;
11. On-site project representation beyond periodic site visits outlined in the Agreement;
12. Should the Client retain Elara to review submittals, including but not limited to, shop drawings, more than two (2) reviews of each submittal.
13. Architectural, structural, civil, acoustical, and other specialty consulting unless expressly stated in the Agreement.

REIMBURSABLE EXPENSES
Reimbursable expenses are in addition to compensation for Basic (Services identified in the Agreement) and Additional Services and include expenses incurred by Elara and Elara's consultants directly related to the Project, as follows:

1. Transportation and authorized out-of-town travel and subsistence;
2. Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
3. Permitting and other fees required by authorities having jurisdiction over the Project;
4. Printing, reproductions, plots, and standard form documents;
5. Postage, handling, and delivery;
6. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client;
7. Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Client or required for the Project;
8. All taxes levied on professional services and on reimbursable expenses;
9. Registration fees and any other fees charged by entities such as a Certifying Entity or third party Vendor Program required to achieve the Project objectives including processing payment to Elara.
10. Other similar Project-related expenditures.

Reimbursable expenses shall be expenses incurred by Elara plus Zero Percent (0%) of the expense incurred.

STANDARD OF CARE
In providing its Services, Elara will perform its Services with reasonable diligence using skill and care ordinarily exercised by similar engineering firms currently providing similar services in the same geographic area as the Client using similar Client-supplied specifications under similar time, budgetary, and other constraints.

NO WARRANTY OR GUARANTEE
NO WARRANTY, EXPRESS OR IMPLIED, OR GUARANTEE IS APPLICABLE TO ELARA'S SERVICES OR TO ELARA'S DELIVERABLES, DOCUMENTS, PROPOSALS, CONTRACTS, DESIGNS, ANALYSES, OR REPORTS THEREFORE, AND ELARA EXPRESSLY DISCLAIMS ALL WARRANTIES OR GUARANTEES OF ANY KIND, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

LIMIT OF LIABILITY
In recognition of the relative risks and benefits of the Project to the Client and Elara, the risks have been allocated such that the Client or anyone claiming through the Client agrees, to the fullest extent permitted by law, to limit the liability of Elara and its sub-consultants to the Client or anyone claiming by or through the Client, including to all construction contractors on the Project, for any and all claims, causes of action, losses, costs, or damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert witness fees and costs, so that the total aggregate liability of Elara and its sub-consultants to all those named shall not exceed the total compensation paid to Elara for services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Notwithstanding any other provision of this Agreement, neither Elara nor the Client shall be liable to the other party for any incidental, indirect, or consequential damages due to the fault of the other party or any other entity or person for which the other party is legally liable. Such damages include, but are not limited to, loss of use, loss of revenue, loss of income, rental costs, loss of profit, additional financing costs and other similar indirect damages.

PERSONAL LIABILITY
No personal liability or personal responsibility is assumed by nor shall at any time be asserted or enforced against Client's members, partners, officers, directors, employees, trustees, investment advisors, agents, or representatives or against Elara's owners, officers, directors and employees on account of any services or obligations contained in this Agreement, whether express or implied.

VALUE ENGINEERING
Value engineering refers to voluntary design modifications or alternatives intended to reduce the Project cost while achieving the same or similar functionality. All value engineering proposals shall be given to Elara for review and professional evaluation. If Elara objects to a value engineering proposal, Elara will notify the Client in writing along with the reasons supporting the objections. If the Client mandates the incorporation of value engineering proposal(s) into the Project design over Elara's written objection, the Client assumes all risks, responsibility, losses and damages associated with such value engineering change.

CONSTRUCTION ADMINISTRATION
It is anticipated that duly qualified, licensed, and bonded contractors, experienced in the work required shall be the Contractors to perform the work required for this Project. Should construction administration be provided for this Project, Elara shall provide such services at intervals agreed to by the Client as part of its Services for the sole purpose of becoming generally familiar with the progress and construction of the Project and to determine if the construction is in general compliance with the design intent of the contract documents. Elara shall in no way be responsible or liable for construction methods, construction means, sequences of procedures or any safety precautions or programs in association with the construction work. Elara shall further not be held responsible for any defects or omissions on the part of the Contractor or for any deviations from the contract documents used by the Contractor or its subcontractors.

Further should Elara be retained to provide submittal review as part of Construction Administration for the Project, Elara, where appropriate, shall review the Contractor's Submittals such as Shop Drawings and Product Data, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the

Contract Documents. Review of such submittal is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. Elara's's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences, or procedures. Elara's review of specific items shall not indicate approval of an assembly of which the item is a component.

MARKETING

In order to further demonstrate experience in similar projects, the Client shall permit Elara to use the name and nonproprietary images identifying the scope, general layout, general location, types of mechanical, electrical, plumbing fire protection, and technology systems, etc. in its marketing material which includes, but shall not be limited to: website, social media, printed media (leave behinds), verbal descriptions, examples provided in formal requests for proposal (RFP) and/or qualifications (RFQ) responses, etc. unless specifically prohibited by the Client prior to engaging in this Agreement. Samples of similar marketing materials can be provided upon request. Additionally, the Client shall identify Elara as the mechanical, electrical, plumbing, fire protection, and/or technology design engineer in any marketing publications relative to the Project.

PROJECT COST

The Client shall establish its budget for the Project including (1) the budget for the cost of the construction work; (2) the Client's other costs; and (3) reasonable contingencies related to all of these costs. The Client shall update the budget for the Project as necessary throughout the duration of the Project until final completion. If the Client significantly increases or decreases its budget for the cost of the construction work, the Client shall notify Elara. The Client and Elara shall thereafter agree to a corresponding change in the Project's scope and quality.

CONSTRUCTION COST

Elara has no control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. As such, Elara cannot and does not warrant or represent that bids or negotiated prices will not vary from any estimate of construction cost or evaluation prepared or agreed to by Elara.

INSTRUMENTS OF SERVICE

All Deliverables prepared by Elara as instruments of its professional Services and issued to the Client are and shall remain the property of Elara, including all intellectual property rights therein. Elara grants to the Client a non-exclusive license to use the Deliverables solely and exclusive for the purpose of using the Deliverables for their intended purposes, including, if appropriate, for the construction of the Project provided that the Client is in compliance with the Agreement, including prompt payment of all sums when due. "Deliverables" shall include reports, studies, plans, construction documents, specifications, and calculations, including items stored on electronic media in pdf. Format. Any failure by the Client to comply with the Agreement shall result in a termination of the foregoing license. The Client agrees, to the fullest extent permitted by law, to indemnify, hold harmless, and defend Elara from any and all claims, liabilities, losses, or costs (including reasonable attorney's fees and costs of defense) arising from or related to any use, reuse or modification of the Deliverables by the Client or any third-party unless Elara is actively involved in providing services in connection with the use, reuse and/or modifications and has approved in writing such re-use and/or modification.

TERMINATION OF AGREEMENT

Client or Elara may terminate the Agreement, in whole or in part, for convenience or cause by giving seven (7) days written notice to the other party. Where the method of payment is 'lump sum' or cost reimbursement, the final invoice will include all services and expenses associated with the Project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs Elara incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed. Any termination for convenience shall terminate the Client's license to use the Deliverables. Upon a termination for cause, the Client may continue to use the signed and sealed Deliverables as appropriate to construct the Project at the Client's sole risk and responsibility.

LITIGATION SUPPORT

In the event Elara is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which Elara is not a party, Client shall reimburse Elara for reasonable fees and costs in responding and compensate Elara at its then standard rates for the time incurred by Elara employees in gathering information and documents and attending depositions, hearings, and trial, including Elara's attorney's fees in connection with same.

MISCELLANEOUS PROVISIONS

All disputes arising out of or in any way connected with the validity and interpretation of these Terms and Conditions, the Agreement, Elara's Services thereunder, or any other claims relating to Elara's Services shall be governed by the laws of Illinois. Any suit, claim, or legal proceeding between the Client and Elara shall be brought in a court of competent jurisdiction in Cook County, Illinois; provided however, as a condition precedent to the commencement of a legal proceeding by either parties, the Client and Elara agree to mediate the dispute with a mutually acceptable mediator

Causes of action, and other legal proceedings by either party against the other arising out of or in any way connected with Elara's Services shall accrue and shall be initiated within four (4) years from the completion of Elara's Services as established upon the submission of Elara's final punch list, final report, final invoice, or termination of the Agreement, whichever occurs first.

NO THIRD PARTY BENEFICIARIES

Nothing in the Agreement or the Terms and Conditions shall create a contractual relationship with, or a cause of action, in favor of a third party. Elara's services are for the sole benefit of the Client and no other persons or entities shall use or rely on or be entitled to use or rely on any reports, studies or other similar Deliverables.

NO ASSIGNMENT

Neither Client nor Elara may assign the Agreement without the prior written consent of the other party.

FAST TRACK SCHEDULE

The Client acknowledges that accelerated, phased, or fast-track scheduling provides benefits, but also carries with it associated risks. Such risks include, but are not limited to, the Client incurring cost for: 1) Elara to coordinate design elements out of sequence; 2) Elara to redesign portions of the Project affected by procuring or installing elements of the Project prior to the completion of all relevant Contract Documents; and 3) costs for the Contractor to remove and replace previously installed Work. If the Client selects accelerated, phased, or fast-track scheduling, the Client agrees to include in the budget for the Project sufficient additional contingencies to cover such costs, including additional engineering fees and construction change orders.

DELAYS

Elara shall not be responsible if its performance of the Services is prevented or delayed by any cause which is beyond its reasonable control. Further, Client understands and agrees to pay all reasonable costs associated with any delays, cancellations, rescheduling or other activities that may alter time schedules and anticipated costs and that are due as a result of circumstances beyond the reasonable control of Elara.

CLIENT PROVIDED INFORMATION

Elara shall have the right to rely on the accuracy of any information provided by the Client unless Elara knows of an error or omission in such information. Elara has no obligation to review Client provided information for accuracy.

INTEGRATION

The Agreement, including these Terms and Conditions, represent the entire and integrated agreement between Client and Elara and supersedes all prior negotiations, representations or agreements, either written or oral. The Agreement may be amended only by a written modification signed by both Client and Elara.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: John Hummel,
Chief Technology Officer

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Technology Related Service Contracts (Renewals for FY25/26)**

Background

GovConnection - Ivanti

This software primarily manages and maintains a school's technology infrastructure, including student and staff devices. It provides features like remote device inventory, software deployment, patch management, security updates, and troubleshooting, ensuring the smooth operation of computers and other tech tools within the school environment.

CIS - Albert

This software monitors for malicious traffic within our district. It is a second line of defense combined with our internal cybersecurity to protect against specific threats 24/7.

PowerSchool SIS

Our software for Student Information Systems allows efficient and secure student data management, including enrollment, attendance, and grades district-wide.

PowerSchool LMS

Schoology's learning management system supports learning for students and staff through easy-to-use tools. It provides personalized teaching and enhanced communication.

Remind

Remind is our two-way communications application for extra-curricular activities. This allows coaches to communicate with students and families about upcoming events.

Kronos UKG

Kronos is our timekeeping and scheduling software. This will be a renewal with an upgrade that helps us manage employee schedules and payroll more easily. By continuing with Kronos, we'll be able to save time, reduce costs, and keep things running smoothly. It also helps us follow all the necessary labor laws and ensure that our staff is engaged and well-managed. This renewal will help us keep improving how we operate and make things more efficient for everyone.

Administrative Recommendation

We recommend that the Board approve GovConnection - Ivant, CIS - Albert, PowerSchool LMS, SIS, Remind 101, and Kronos UKG.

Fiscal Impact

GovConnection - Ivanti is a 1-year renewal of $66,769.36 covered under the Technology budget.

CIS - Albert is a 1-year renewal of $90,000.00 covered under the Technology budget.

PowerSchool LMS is a 1-year renewal of $165,435.00 covered under the Technology budget.

PowerSchool SIS is a one-year renewal that will cost $449,636.94, of which $219,212.09 will be covered by the Technology budget and $230,424.85 by the School Improvement and Accountability budget.

Remind 101 is a 1-year renewal of $61,585.06, covered by the Technology budget.

Kronos UKG is an upgrade to our current system, plus a one-year renewal for $55,442.00, which will be covered by the Technology budget.

Connection
PUBLIC SECTOR SOLUTIONS
we solve IT

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Christopher Nilles
Phone: (800) 800-0019 ext. 75570
Fax: (603) 683-0347
Email: chris.nilles@connection.com

 # 25736285.02
PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: 3/4/2025
Valid Through: 4/3/2025
Account #:

Customer Contact: Gary Krause **Phone:** (847) 551-8311
Email: gary.krause@d300.org **Fax:**

QUOTE PROVIDED TO:	SHIP TO:
AB#: 13242201 **COMMUNITY UNIT SCHOOL DISTRICT 300** 2550 HARNISH DRIVE ALGONQUIN, IL 60102 US (847) 551-8311	AB#: 14012317 **COMMUNITY UNIT SCHOOL DISTRICT 300** GARY KRAUSE INFORMATION TECHNOLOGY 2605 BUNKER HILL DR ALGONQUIN, IL 60102 US (847) 551-8311

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	.00 lbs	Net 30	

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: https://www.govconnection.com/content/about/legal/terms-and-conditions-sale, or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Due to the industry-wide constraints and fluctuations, we reserve the right to change pricing at any time. Please refer to our Quote Number in your order.

*	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
	1	1	41836857	UEM-CSA-S	Corp. Virtual Cloud Services Application Subscription	Ivanti Software, Inc.	$ 791.86	$ 791.86
	2	2,315		LTDUM-M	Total User Management Bundle Mnt (USR)		$ 28.50	$ 65,977.50
	3				Start Date: 07/01/2025 End Date: 06/30/2026			$ -
							Subtotal	**$ 66,769.36**
							Fee	**$ 0.00**
							Shipping and Handling	**$ 0.00**
							Tax	**Exempt!**
							Total	**$ 66,769.36**

ORDERING INFORMATION

GovConnection, Inc. DBA Connection

Please contact your account manager with any questions.

Ordering Address	Remittance Address
GovConnection, Inc.	GovConnection, Inc.
732 Milford Road	Box 536477
Merrimack, NH 03054	Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE
Erate Spin Number:	143026005

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: www.govconnection.com or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Due to the industry-wide constraints and fluctuations, we reserve the right to change pricing at any time. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one:**https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm**

Please forward your Contract or Purchase Order to: SLEDOPS@connection.com
QUESTIONS: Call 800-800-0019
FAX: 603.683.0374

Center for Internet Security, Inc.
31 Tech Valley Drive
East Greenbush, New York 12061
United States

QUOTE for Community Unit School District 300
Quote: SQ-250211-0025305
Created Date: 02/11/2025
Valid Through: 7/31/2025
Prepared by: Jenn Moten
Phone: (518) 516-3066

Quote

Address Information

Bill To:
Community Unit School District 300
2550 Harnish Dr
Algonquin, Illinois 60102
United States

Buying Contact: John Hummel
Buying Email: john.hummel@d300.org

Ship To:
Community Unit School District 300
2550 Harnish Dr
Algonquin, Illinois 60102
United States

Shipping Contact: Alejandro Salas
Shipping Email: alejandro.salas@d300.org

Related Information

Currency: USD

Billing Frequency: One-Time

Service Lines

Product/Service	Product Code	Date	Qty	Term	List Price	Sales Price	NET
CIS Albert LG Appliance Primary Sensor	CIS-ALB-LG-APP-PR-M-A	8/8/2025 - 8/7/2026	3	12 Mon	$2,500.00	$2,500.00	$90,000.00

List Price Total:	$90,000.00
Sales Price Total:	$90,000.00
Net Amount:	$90,000.00
Balance Due Amount:	**$90,000.00**

Multi-Year Discounts Available

	List Price	Discount Amount	NET
CIS Albert LG Appliance Primary Sensor - 2 Year	$180,000.00	($9,000.00)	$171,000.00
CIS Albert LG Appliance Primary Sensor - 3 Year	$270,000.00	($27,000.00)	$243,000.00

Standard Terms

Please note that if the purchase(s) listed above are related to a new product/service, the Date(s) are determined based upon both the order being approved and all pre service requirements met. If the purchase(s) listed above are for a renewing product/service, the Date(s) reflect the actual term.

Any taxes or fees to be collected by a taxing jurisdiction, financial institution or payment processor incidental to the payment of Products/Services by Customer to CIS shall in no way limit the amount of the Products/Services to be paid by Customer to CIS.

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PowerSchool
Powering Brighter Futures

Remit Email: shelby.duclos@powerschool.com
Quote Date: 25-OCT-2024
Quote #: Q-1046210-1

Sales Quote - This is Not An Invoice

Prepared By:	Shelby Duclos	Customer Contact:	Jason Emricson
Customer Name:	Community Unit School District 300	Title:	Computer/Instructional Technology Coordinator
Contract Term:	12 Months	Address:	2550 Harnish Drive
Start Date:	30-SEP-2025	City:	Algonquin
End Date:	29-SEP-2026	State/Province:	Illinois
Billing Frequency:	Annually	Zip Code:	60102
		Phone #:	(847) 551-8337

Product Description	Quantity	Unit	Extended Price
Initial Term 30-SEP-2025 - 29-SEP-2026 License and Subscription Fees			
PowerSchool SIS Enterprise Management Service	21,005.00	Students	USD 34,658.25
PD+ Subscription	21,005.00	Students	USD 9,032.15
PowerSchool Enrollment School Locator	2,000.00	User	USD 1,080.00
PowerSchool Assessment Item Bank	21,005.00	Students	USD 51,672.30
PowerSchool Enrollment Registration	21,005.00	Students	USD 34,658.25
PowerSchool Enrollment Additional Language - Spanish	1.00	Each	USD 730.34
PowerSchool SIS Subscription On Prem	21,005.00	Students	USD 115,947.60
PowerPack: Subscription SaaS	21,005.00	Students	USD 23,105.50
PowerSchool SIS State Data Validation	21,005.00	Students	USD 0.00
Partner Content - Mastery All Subjects	21,005.00	Students	USD 55,873.30
PowerSchool Performance Matters Assessment	21,005.00	Students	USD 71,627.05
PowerSchool Performance Matters Advanced Reporting	21,005.00	Students	USD 51,252.20

License and Subscription Totals: **USD 449,636.94**

Quote Total

Initial Term	**30-SEP-2025 - 29-SEP-2026**
Amount To Be Invoiced	**USD 449,636.94**

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected

in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at https://www.powerschool.com/MSA_Mar2024/, as may be amended.

By either (i) executing this quote or (ii) accessing the services described herein, Customer agrees that the subscription for such services will continue for succeeding subscription periods on the same terms and conditions as set forth herein (subject to a standard annual price uplift) unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the current subscription period.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC	Community Unit School District 300
Signature:	Signature:
Printed Name: Eric Shander	Printed Name:
Title: Chief Financial Officer	Job Title:
Date: 25-OCT-2024	Date:

PO Number: _____

PowerSchool
Powering Brighter Futures

Remit Email: shelby.duclos@powerschool.com
Quote Date: 25-OCT-2024
Quote #: Q-1021456-1

Sales Quote - This is Not An Invoice

Prepared By:	Shelby Duclos	Customer Contact:	John Hummel
Customer Name:	Community Unit School District 300	Title:	Chief Technology Officer
Contract Term:	12 Months	Address:	2550 Harnish Drive
Start Date:	1-JUL-2025	City:	Algonquin
End Date:	30-JUN-2026	State/Province:	Illinois
Billing Frequency:	Annually	Zip Code:	60102
		Phone #:	(847) 551-8300

Product Description	Quantity	Unit	Extended Price
Initial Term 1-JUL-2025 - 30-JUN-2026 License and Subscription Fees			
Schoology Premium Plus Support	20,500.00	Students	USD 0.00
Schoology LMS Subscription	20,500.00	Students	USD 165,435.00

License and Subscription Totals: **USD 165,435.00**

Quote Total

Initial Term	**1-JUL-2025 - 30-JUN-2026**
Amount To Be Invoiced	**USD 165,435.00**

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at https://www.powerschool.com/MSA_Mar2024/, as may be amended.

By either (i) executing this quote or (ii) accessing the services described herein, Customer agrees that the subscription for such services will continue for succeeding subscription periods on the same terms and conditions as set forth herein (subject to a standard annual price uplift) unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the current subscription period.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC	Community Unit School District 300
Signature:	Signature:
Printed Name: Eric Shander	Printed Name:
Title: Chief Financial Officer	Job Title:
Date: 14-OCT-2024	Date:

PO Number: _____

RENEWAL ORDER FORM

P.O. Box 1077
San Ramon, CA 94583
United States

Quote Number: Q-167155
Valid Until: 12/31/2025

Customer Information:

SOLD TO:

Customer Name	CUSD 300
Contact Name	John Hummel
Address	2550 Harnish Drive Algonquin, IL 60102 United States
Email	john.hummel@d300.org
Phone	(847) 551-8300

BILL TO:

Contact Name	Julie Geske
Address	2550 Harnish Drive Algonquin, IL 60102 United States
Email	julia.geske@d300.org
Phone	(847) 551-8349

Renewal Order Form Summary:

Renewal Start Date	10/30/2025	Renewed Contract #	00024923
Renewal End Date	10/29/2026	Payment Terms	Net 30
Auto Renew	No	Currency	USD

Product	Features	Quantity	Unit Amount*	Line Item Amount
Remind Hub: Premium Plan	Includes: - SIS Sync - Voice Calls - LMS Integrations - Surveys - Social Media Posting - Urgent Messaging - Advanced Messaging - SAML Authentication - Grade Level Messaging - Included Enhanced Data Dashboard	11,300	$5.45	$61,585.06
Add-On: Included Enhanced Data Dashboard		8	$0.00	$0.00
			Renewal Term Charge:	**$61,585.06**

*The Unit Amount shown above has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the Unit Amount displayed above, and are the true and binding totals for this order

Terms and Conditions:

1 **PARTIES**: This Order Form (the "**Order Form**") is entered into by and between ParentSquare, Inc. ("**ParentSquare**"), as successor-in-interest to Remind101, Inc., and CUSD 300 (the "**District**" or "**Customer**") as of the District's date of signature below (the "**Order Form Effective Date**"). Any reference to Remind or Remind101, Inc. in the Agreement (as defined below) or in any other agreement between the parties shall be deemed a reference to ParentSquare.

2 **AGREEMENT**: This Order Form hereby includes, incorporates and shall be governed by the terms and conditions of the Remind District Plan Standard Agreement (the "**Remind Standard Agreement**") located at https://www.remind.com/district-agreement (together with this Order Form, the "**Agreement**"). Unless otherwise stated in this Order Form, all terms defined in the Remind Standard Agreement shall have the same meaning in this Order Form. If there is an inconsistency or conflict between the terms and conditions of this Order Form and the Remind Standard Agreement, the terms of this Order Form shall control with respect to the subject matter of this Order Form.

3 **SERVICES, FEES & PAYMENT**: Unless noted otherwise above, Customer will be invoiced at the start of the service period for the Renewal Term Charge, plus any additional applicable taxes.

Other Notes:

Schools Included:
Algonquin Lakes Elem Sch, Algonquin Middle School, Cambridge Lakes Charter School, Carpentersville Middle School, Dundee Highlands Elementary School, Dundee Middle School, Dundee-crown High School, Eastview Elem School, Gary D Wright Elem Sch, Gilberts Elem Sch, Golfview Elem School, Hampshire Elem School, Hampshire High School, Hampshire Middle School, Harry D Jacobs High School, Kenneth E Neubert Elem School, Lake In The Hills Elem School, Lakewood School, Liberty Elementary School, Lincoln Prairie Elem School, Meadowdale Elem School, Oak Ridge School, Parkview Elementary School, Perry Elementary School, Sleepy Hollow Elem School, Westfield Community School

Additional Terms:

RENEWAL ORDER FORM

P.O. Box 1077
San Ramon, CA 94583
United States

Quote Number: Q-167155
Valid Until: 12/31/2025

IN WITNESS WHEREOF, by signature below of duly authorized representatives, the parties have caused this Order Form to be executed as of the Order Form Effective Date.

ParentSquare, Inc.	**CUSD 300**
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

ORDER FORM

Quote#: Q-250841
Expires: 30 Jun, 2025
Sales Executive: Bradley Schoenrock
Effective Date: Effective as of the date of last signature of this Order

Order Type: Quote
Date: 07 Mar, 2025

Customer Legal Name:
COMMUNITY UNIT SCHOOL DISTRICT 300

Customer Legal Address:
2550 HARNISH DRIVE, ALGONQUIN, IL 60102 USA

Bill To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL 60102 USA

Ship To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL 60102 USA

Bill To Contact:

Ship To Contact:

Ship to Phone:
Ship to Mobile:
Contact: Diane White
Email: diane.white@d300.org

Currency: USD
Customer PO Number:
Solution ID: 6079126
Initial Term: 36 months
Uplift Percent: 4 %

Shipping Terms: Shipping Point
Ship Method: FedEx Ground
Freight Term: Prepay & Add
Renewal Term: 12 months
Payment Terms: Net 30 Days

Billing Start Date: 90 Days from the Effective Date

Subscription Services

Billing Frequency: Annual in Advance

Subscription Services	Quantity	PEPM	Monthly Price
UKG READY ACCRUALS MANAGER	950	USD 0.45	USD 427.50
UKG READY INTEGRATION HUB	1	USD 0.00	USD 0.00
UKG READY TIME	950	USD 2.77	USD 2,631.50
Total Price			**USD 3,059.00**

Professional Services - Fixed Fee

Billing Frequency: Billed 100% upon signature of the order form

Professional Services - Fixed Fee	Billing Role	Quantity	Unit Price	Total Price
UKG READY LAUNCH FIXED FEE	Grouped	1	USD 15,675.00	USD 15,675.00
Total Price				**USD 15,675.00**

Quote Summary

Item	Total Price
Minimum Monthly SaaS Service & Equipment Rental Fee	USD 3,059.00

Item	Total Price
Minimum Annual SaaS Service & Equipment Rental Fee	USD 36,708.00

Item	Total Price
Total Fixed Fees	USD 15,675.00

Order Notes:

The parties agree that Customer is migrating from their existing Workforce Central perpetual software licenses (the “Existing Applications”) to the UKG Ready software as a service offering (“WFR SaaS”). Customer’s Software Support for the Existing Applications shall continue, for up to two payroll cycles within 60 days after migration to WFR SaaS, but in no event beyond December 31, 2025 and shall terminate thereafter.

UKG Ready Monthly Service Fees shall be invoiced at the Billing Frequency indicated on this Order Form, commencing on the Billing Start Date. As of the Billing Start Date, UKG will credit Customer for any pre-paid but unused fees for Software Support for the Existing Applications. Customer may apply credits against any amounts owed to UKG by Customer until such credit is expended. Customer shall continue to pay the Software Support services fees on the Existing Applications until the Billing Start Date.

This order entered into between the Customer and Kronos SaaShr, Inc., a UKG company, is subject to the terms and conditions of the Master Agreement Reference #18221 dated March 18th, 2019 between the Lead Agency (acting as "Owner") and Kronos SaaShr, Inc. (as the "Contractor"), as amended (collectively referred to as the “US Communities Agreement #18221”).

The amount specified on this Order Form to be paid by Customer for its annual advance payment reflects Customer's minimum annual fees to be paid to UKG. Additional fees may be invoiced and owed on a monthly basis if Customer's actual usage of the Applications exceeds the minimum number of employees for which Customer is making its annual advance payment.

The fees for the Subscription Services are invoiced 60 days prior to the Billing Start Date.

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

COMMUNITY UNIT SCHOOL DISTRICT 300		**Kronos SaaShr, Inc.**	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term. If you are tax exempt, please email a copy of your "Tax Exempt Certificate" to TaxExemption@ukg.com along with the quote number otherwise this order is subject to applicable taxes. The actual tax amount to be paid by Customer will be shown on Customer's invoice.

Verify that all of your Illinois Sales Tax Exemption Certificate information is correct

- ✓ **If not,** contact us immediately.
- ✓ ***Do not discard -*** your Illinois Sales Tax Exemption Certificate is an important tax document that authorizes you to purchase tangible personal property for use or consumption tax-free.

02/02

OFFICIAL DOCUMENT — State of Illinois - Department of Revenue — OFFICIAL DOCUMENT

Illinois Sales Tax Exemption Certificate

COMMUNITY UNIT SCHOOL DISTRICT #300

2550 HARNISH DR
ALGONQUIN IL 60102-6870

Sales Tax Exemption Certificate

Issue date:
02/11/2025

Sales Tax Exemption **E99960079**

Expiration date:
03/01/2030

Organization type: **Governmental**

This entity is authorized under the Retailers' Occupation Tax Act to purchase tangible personal property for use or consumption tax-free.

ILLINOIS REVENUE
Director

OFFICIAL DOCUMENT - DO NOT DESTROY

STAX-70 (R-05/16)

P-001334

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Jonathan Mickle,
Director of Facilities

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: **Schematic Design Phase Task Order Parkview**

Background

The schematic design phase is the next step in the Parkview addition and renovation. The scope of work consists of complete civil, landscape, structural, architectural, electrical, mechanical, fire protection, plumbing, and technology design for the project. An addition of approximately 16,200 square feet, approved in the prior schematic design phase, will be designed on the south side of the existing building and will connect to both north-south corridors. In addition, there will be a 300 square foot storage room addition on the south side of the existing gymnasium. Interior renovation includes installing a fire protection system, new mechanical systems, an upgrade to electrical systems, and other minor interior renovations.

Administrative Recommendation

The administration recommends that the Schematic design phase of Parkview Elementary's addition and renovation with Dewberry Architects be approved at a cost of $1,510,290.

Fiscal Impact

The estimated $1,510,290 for the Schematic Design phase will be funded out of the Capital Improvement Fund 60.

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 #	**50184496**	**Job #**	TBD	**Date**	2024-09-03
Master Agreement #	50109001	**Master Agreement Date**	4/28/2020		
Project	Parkview Elementary School – Addition				

Brief Description of Services

Dewberry will provide the following services consistent with the terms of the Master Services Agreement. This task order amends prior agreements to authorize the implementation of the Design Development through Construction Administration Phases for the Parkview Elementary School Addition.

The scope of work consists of complete civil, landscape, structural, architectural, electrical, mechanical, fire protections, plumbing, and technology design for the project. An addition of approximately 16,200 square feet, approved in prior schematic design phase, will be designed on the south side of the existing building and will connect to both north-south corridors. In addition, there will be a 300 square foot storage room addition on the south side of the of the existing gymnasium. Interior renovation includes the installation of a fire protection system, new mechanical systems, upgrade to electrical systems and other minor interior renovations. The Schematic Design submittal, dated February 28, 2025, has a detailed scope of work.

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

- Kimley-Horn will be retained to provide civil engineering.
- Hitchcock Design Group will be retained for landscape architecture.
- Pease Borst & Associates will be retained to provide structural engineering services.
- Elara Engineering will be retained to provide mechanical, electrical, plumbing and fire protection engineering and Technology Design.
- Lamp Inc. will be the Construction Manager.

The fee will be divided into the following phases:

Schematic Design Phase	0% (This phase was invoiced under a separate Task Order)
Design Development Phase	25%
Contract Documents	45%
Bidding & Negotiation	5%
Construction Administration	25%
Total	**100%**

Exclusions:

- 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 Services: Estimated sum of $**1,342,792**	☒ Additional Services Plus **$167,498.00**
☐ Fixed Unit Rate NTE $ N/A	☐ Cost Plus Fee NTE $ N/A

Fee Breakdown:

The Preliminary Budget provided by Lamp Inc. dated February 15, 2025 (Exhibit A) is $24,250,625. The fee calculation for basic services is based upon the preliminary budget multiplied by the interpolated percentage listed in the *Capitol Develop Board CFN Fee Rate Table B for Remodeling Project Classification.*

Preliminary Cost	$24,250,625
Fee Percentage	6.68%
Estimated Fee	$1,619,940
Less Civil Add Service Fee	$(102,925)
Less Landscape Add Service Fee	$(64,573)
Basic Services Fee	$1,452,442
Schematic Design Phase Credit	$(109,650)
DD – CA Phase Basic Services Fee	**$1,342,792**

Additional Services (in addition to Basic Services):	
Civil Engineering	$102,925
Landscape Architecture	$64,573
Total Add Services	**$167,498**

Dewberry will provide 1 site visit per week for the summer construction periods during the duration of construction. Any additional site visit requested by the Construction Manager or Community Unit School District will be billed 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, less bid tabulations for Civil and Landscape, multiplied by the Fee Percentage established by the Capitol Develop Board CFN Fee Rate Table B for Remodeling Project Classification. Schematic Design Phase fee previously paid, will be deducted from this sum.

Period of Performance:
☒ Dewberry will complete the Basic & Additional Services per the following:
• Schematic Design Phase October 2024 – February 2025
• Design Phase March – April 2025
• Contract Documents May – July 2025
• Bidding & Negotiation August - September 2025
• Construction Administration October 2025 – October 2026

Attachments:		
A	February 15, 2025	Lamp Inc. Estimate of Construction Cost

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:	Chief of Staff/CSBO
Date:	2/26/2025	Date:	

Community Unit School District 300

Parkview Elementary School Addition & Renovation

Attachment A

Preliminary Budget

February 13, 2025

DESCRIPTION	BUDGET
Secured Entry	$ 300,000
Kindergarten Classrooms, Music, Media, Adminstration & Toilet Rooms	$ 14,940,000
Interior Renovations	$ 5,000,000
HVAC - Existing Building System Replacement	$ 4,010,625
	$ 24,250,625

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 8, 2025

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Shelley Nacke, Assistant
Superintendent of Education Services

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/22/2025

SUBJECT: Student Private Placement 25-26 Contract (Renewal)

Background

Previously, the Board had approved a contract with Shrub Oak for emergency student placement. There is no change in the status of this case. Therefore, the student will continue with placement at Shrub Oak for 2025-2026.

Historical information on this case: 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. The iEP team met and reviewed 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.

Administrative Recommendation

The Administration recommends approval of the contract with Shrub Oak, Mohegan Lake, NY, for private placement services.

Fiscal Impact

$441,840.00 from Local Funds for the 25-26 school year; an increase of $21,030.00 from the previous year's cost of $420,810.00.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 14, 2025

TO: Dr. Martina Smith, Superintendent
Board of Education

FROM: Joe Sieczkowski, Director of CTE, Pathways, and College & Career Readiness

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/22/2025
BOE 2nd Reading	4/22/2025

SUBJECT: Elgin Community College (ECC) CTE Course Articulation Agreement

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Background

For over a decade, we have offered articulated credit opportunities for our students in Career and Technical Education (CTE) courses taught at our schools. These credits are intended to go towards certificate or CTE postsecondary programs offered through Elgin Community College (ECC). There are no changes being made or recommended by either Elgin Community College or Community Unit School District 300 to this one year extension.

Administrative Recommendation

The Administration recommends approval of this Course Articulation Agreement with Elgin Community College.

Fiscal Impact

There are no increased costs anticipated with the renewal of this agreement with ECC.

Elgin Community College

Elgin Community College and School District 300

CAREER AND TECHNICAL EDUCATION
COURSE ARTICULATION AGREEMENT

Based upon our mutual concern for the continued growth of students who wish to pursue career/technical and academic education, and in an effort to provide a continuing articulated program that builds on past learning experience and eliminates unnecessary duplication of instruction, we mutually subscribe to the following:

1. Continuing in the academic year of 2025 – 2026, students who complete each of the high school course(s) listed under [I] with a final grade of "B" or better will be granted college credit for the Elgin Community College course listed under [II] upon matriculation to ECC.

2. High school students who complete the course(s) listed in [I] will have learned and be able to demonstrate proficiency in the Elgin Community College course outlined in [II].

3. A student must be enrolled as a degree seeking student at Elgin Community College in the fall following high school graduation or later, within 27 months.

4. If the learning outcomes change in any of the courses listed below, the school district or the college will notify the other party through the College Transitions and Developmental Education Division and the articulation agreement will be amended as needed.

5. This agreement constitutes a one-year extension on a previous course articulation agreement for the courses below, and will expire at the close of the 2025-26 academic year.

Annamarie Schopen — 4-15-2025

Dr. Annamarie Schopen
Vice President, Teaching, Learning, and Student Development — Date
Elgin Community College

_____ _____

Jennifer Porter
Chief Financial Officer — Date
Community Unit School District 300

Elgin Community College

District 300 Articulated Agreement 2022-2024		
(I) High School Course(s)	**(II) ECC Course**	**ECC Credits**
6812 & **6813**: Introduction to Business	**BUS 100**-Introduction to Business	3
6816: Marketing	**MKT 103**-Marketing	3
6817: Sales & Advertising	**MKT 105**-Sales	3
6819 & **6820**: Business Law	**BUS 113**-Business Law	3

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**April 15, 2025**
TO:	Dr. Martina Smith, Superintendent Board of Education
FROM:	Jennifer Porter, Chief Financial Officer Kara Vicente, Chief of Staff and Student Development and Support

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/22/2025
BOE 2nd Reading	4/22/2025

SUBJECT: Financial & Professional Development Management Software Contract (Renewal)

Background

For several years, D300 has used several of Frontline Education's solutions. For the 2025-2026 school year, the district plans to move forward with the following:

- Budget Management Analytics Subscription, Comparative Analytics Subscription, and Financial Planning Analytics Subscription- Forecast5 has provided us with the aforementioned services for over eight years and offers a suite of decision-support software that provides financial forecasting. A few years ago, Frontline bought out Forecast5. The contract cost for these subscriptions is $30,796.29 and will be funded by operating funds.
- Professional Growth Solution Subscription- Frontline Education's Professional Growth Solution provides a comprehensive Professional Learning Management (PLM) and Employee Evaluation Management (EEM) platform, which D300 implemented for the 2017-2018 school year. Via PLM, D300 tracks and manages professional development activities throughout the district. PLM also includes online resources for mandatory compliance training. Via EEM, D300 manages evaluations for all employee groups (LEAD, DESA, DESPA, NUG, and Administrators). The amount of the complete contract for 2025-2026 is $142,749.88, which will be funded from Title II funds. Additionally, through a long-term cooperative purchase with the Kane County Regional Office of Education (ROE), the Kane County ROE will continue to pay for the Applicant Tracking portion of this renewal for all Kane County Cooperative districts, including D300.

Administrative Recommendation

The administration recommends approving this one-year contract renewal as presented.

Fiscal Impact

The contract total is $173,546.17; $30,796.29 will be funded by operating funds and $142,749.88 will be funded by Title II funds.

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 16, 2025
Lark Masten
Frontline Education
1400 Atwater Drive
Malvern, PA 19355

Via Email: lmasten@frontlineed.com

Contract Renewal and New Services: Frontline Education

Dear Ms. Masten,

District 300 would like to renew our existing contract. This contract is for subscription and services as outlined on the renewal order form dated 4/15/2025 . The renewal term is July 1, 2025 – June 30, 2026 with a contract value of $173,546.17.

Annual Recurring Fees Itemized Description	Subscription Start	Subscription End	Amount
Year 1			
Analytics Solution - powered by Forecast5, usage for up to 5 employees	7/01/2025	6/30/2026	$30,796.29
Professional Growth Solution with Danielson 2022	7/01/2025	6/30/2026	$138,801.89
Danielson 2022 Rubric Subscription	07/01/2025	6/30/2026	$3,947.99

If your firm agrees to the pricing as attached, the administration will recommend your contract extension to the Board of Education for review and award by the Board on Tuesday, April 22, 2025.

District 300 kindly requests your return of acceptance by Wednesday, April 16, 2025. If you have any questions, please call 847-551-8460.

Diane White **2025-04-16**
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

CONTRACTOR *(Signature)*

(Printed name and title)

Exhibit A Frontline Customer Order Form
Q-197395

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

04/15/2025

Customer:	Order Form Details:
Community Unit School District 300 2550 Harnish Dr Algonquin, Illinois, 60102 United States **Contact:** DIANE WHITE **Title:** Director of Purchasing **Phone:** (847)551-8460 **Email:** diane.white@d300.org	**Renewal Specialist:** Daniel Lopez **Sale Type:** Renewal **Quote Currency:** USD

Pricing Overview	Amount
Annual Recurring Fees	**$173,546.17**

Annual Recurring Fees Itemized Description	Subscription Start	Subscription End	Amount
Year 1			
Analytics Solution - powered by Forecast5, usage for up to 5 employees	7/01/2025	6/30/2026	$30,796.29
Professional Growth Solution with Danielson 2022	7/01/2025	6/30/2026	$138,801.89
Danielson 2022 Rubric Subscription	07/01/2025	6/30/2026	$3,947.99

Attached to this email, you'll find the revised quote. The outline details of the quote are below:

Professional Learning Management Subscription	1	USD 31,237.49
Learning & Collaboration Resources Subscription	1	USD 48,370.04
Employee Evaluation Management with Rubrics Subscription	1	USD 59,194.36
Danielson 2022 Rubric Subscription	1	USD 3,947.99
Financial Planning Analytics Subscription	1	USD 10,574.72
Budget Management Analytics Subscription	1	USD 6,445.58
Comparative Analytics Subscription	1	USD 13,775.99

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

04/15/2025

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

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

04/15/2025

Invoicing Schedule	Due Date	Amount
Year 1		**$169,598.18**
Analytics Solution - powered by Forecast5, usage for up to 5 employees	7/31/2025	
Professional Growth Solution with Danielson 2022	7/31/2025	

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

04/15/2025

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, its subsidiaries and affiliates with an address at 550 E. Swedesford Road, Suite 360, Wayne, PA 19087 (collectively "Frontline"), and the client identified below ("Client"). Frontline and Client 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 in the Frontline Master Services Agreement ("Master Services Agreement", which is available at https://www.frontlineeducation.com/master-services-agreement/ and is incorporated herein by reference. The attached Order Form, exhibits (if any), Statements of Work and the referenced Master Services Agreement are collectively the "Agreement". To place orders subject to this Agreement, at least one Order Form (as defined in the Master Services Agreement) must be incorporated into this Agreement. Client may make future purchases of products and services from Frontline (and its subsidiaries and affiliates) under this Master Services Agreement by executing an Order Form and any future Order Forms without an attached or referenced Master Services Agreement will be deemed subject to this Master Services 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: 550 E. Swedesford Road, Suite 360 Wayne, PA 19087	Address: 2550 Harnish Dr Algonquin, Illinois 60102
Email: billing@frontlineed.com	Email:
Effective Date:	

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 8, 2025**

TO: Board of Education

FROM: Dr. Martina Smith, Superintendent

Presented at the following Board Meetings	
Board Operations Committee	4/8/2025
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/8/2025
BOE 2nd Reading	4/8/2025

SUBJECT: **Recreation Drive Intergovernmental Agreement**

Background

At the December 17, 2024, Board of Education meeting, the Board approved developing an intergovernmental agreement between the Village of West Dundee, the Dundee Township Park District, and Community Unit School District 300 to extend Recreation Drive near Dundee Middle School. Tonight, we present the Recreation Drive Intergovernmental Agreement (IGA) for approval.

As part of the IGA, the Village of West Dundee, the Dundee Township Park District, and Community Unit School District 300 desire to collaborate and cooperate to extend Recreation Drive at or near Dundee Middle School and Randall Oaks Park, each party would contribute an equal amount of $200,366.00, paying 50% of the total amount due upon the start of construction and the remaining 50% upon project completion.

The project will include a street with curbs and gutters, a sidewalk from Dundee Middle School to the Randall Oaks baseball complex, and safety measures such as speed limit guard rails, stop signs, and speed bumps.

The school district's obligations include identifying any additional safety improvements (such as fencing or guard rails) that we may want to add to the project for our property adjacent to the park district.

The development of Recreation Drive would enhance accessibility and functionality for Dundee Middle School, offering potential use as a drop-off and pick-up location for buses and car riders, a critical route for emergency vehicles, or an additional entry and exit point as future needs, special events, or emergency situations arise.

Administrative Recommendation

The administration recommends approval of the Recreation Drive Intergovernmental Agreement as presented.

Fiscal Impact

District 300's share of the project will require up to $205,000. This amount will be funded through anticipated impact fees and, if necessary, other district funds.

INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN
THE VILLAGE OF WEST DUNDEE,
THE DUNDEE TOWNSHIP PARK DISTRICT AND
COMMUNITY UNIT SCHOOL DISTRICT 300

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as the "Agreement") made and entered into as of this **22nd day of April, 2025** (hereinafter referred to as the "Effective Date"), by and between the Village of West Dundee, a Illinois home rule municipal corporation (hereinafter referred to as the "Village"), Dundee Township Park District, an Illinois park district (hereinafter referred to as the "Park District") and Community Unit School District 300, an Illinois school district (hereinafter referred to as the "School District"). From time to time, this Agreement may refer to the Village, Park District and School District individually as a "Party," or together as "Parties".

RECITALS

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 authorizes units of local government to contract to exercise, combine or transfer any power or function not prohibited to them by law or ordinance;

WHEREAS, the "Intergovernmental Cooperation Act" (5 ILCS 220/1 et seq.) authorizes units of local government to exercise jointly with any public agency of the State, including other units of local government, any power, privilege or authority which may be exercised by a unit of local government individually, and to enter into contracts for the performance of governmental services, activities and undertakings;

WHEREAS, the "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government;

WHEREAS, Section 5 of the "Intergovernmental Cooperation Act", 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract;

WHEREAS, the parties hereto are units of local government as defined by the Constitution of the State of Illinois, 1970, Article VII, Section 10, and the Intergovernmental Cooperation Act;

WHEREAS, the Village, Park District and School District desire to collaborate and cooperate in order to extend Recreation Drive at, or near, Dundee Middle School and Randall Oaks Park, the respective Parties understand and recognize the benefits to the taxpayers of their respective taxing districts;

WHEREAS, the Parties having the benefit of independent counsel have reviewed the terms and conditions set forth in this intergovernmental agreement and find them reasonable and appropriate with regard to the extension of Recreation Drive.

NOW, THEREFORE, in consideration of the mutual promises contained herein and of their good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals.

The recitals above are incorporated into this Agreement and made a part hereof, as representing the intent of the Parties and where applicable as substantive provisions, and all covenants, terms, conditions and provisions hereinafter contained shall be interpreted and construed in accordance therewith.

2. Extension of Recreation Drive.

A. The Parties hereto agree to cooperate and collaborate in the participation for the extension of Recreation Drive at, or near, Dundee Middle School, Randall Oaks Park and the recently approved Harvest View Development (hereinafter referred to as the "Project").

B. Each Party will contribute an equal amount of $200,366.00 (two hundred thousand three hundred sixty-six dollars and no cents) towards the project. Each Party will contribute 50% of the total amount due upon the start of construction and the remaining 50% shall be paid upon the Village Engineer's declaration that the Project is substantially complete.

C. The Project shall include a street width of 27' from back of curb to back of curb with curbs and gutters to be utilized for pavement cross-section.

D. The Project shall provide for the installation of a sidewalk from Dundee Middle School to the Randall Oaks baseball complex on the north and west sides of Recreation Drive.

E. The Park District and School District shall retain all of their individual property rights to restrict access to and from the formally dedicated Recreation drive from their individual properties at their sole discretion.

F. Required safety measures, including desired traffic calming measures, as previously identified and discussed by the Parties, are included in the cost of the extension of Recreation Drive and shall be implemented along the required sections of the roadway.

G. The required safety measures to be included on Recreation Drive shall include, at a minimum, speed limit guard rails, stop signs and speed bumps. Placement of the safety measures has been previously discussed and as determined by the mutual agreement of the parties.

H. To the extent that there may be available property between the roadway and the improvements additional safety features will be evaluated and implemented.

I. Upon completion, the final engineering plan will be circulated for review and sign-off by all three parties.

3. Obligations of Village or West Dundee

A. The Village shall be responsible for the creation of a separate account to which deposit the required funds for the Project and the payment of invoices, costs and expenses associated with said Project.

B. The Village shall be responsible for working with Lennar's contracting engineer for the purposes of drafting the required engineering plans for the Project.

C. The Village will comply with all applicable procurement procedures and requirements.

D. The Village will provide direct oversight while the project is under construction.

E. The Village will require that the construction of the improvements be a part of the Harvest View development's subdivision improvements.

F. The Village agrees to cooperate with the School District and Park District to implement traffic calming measures to address concerns safety concerns.

G. The Village will cooperate and facilitate any necessary curb cuts on the north edge of Recreation Drive to facilitate Park District's access to the Randall Oaks Park facilities.

H. Upon completion of the project, the Village of West Dundee will formally accept the dedication of the property as public right-of-way and roadway, assuming jurisdiction and responsibility for ongoing maintenance.

I. All labor supplied for the work will be paid in compliance with the Illinois Prevailing Wage Act, as applicable.

4. Obligations of School District and Park District.

A. The Dundee Township Park District will formally dedicate the identified and required property to facilitate the installation of the extension of Recreation Drive.

B. The School District and Park District will identify any additional safety improvements (such as fencing, guard rails) that they may want to add to the project, specifically for their adjacent properties.

5. Miscellaneous.

A. The descriptive headings of the various sections or parts of this Agreement are for convenience only. They shall not affect the meaning or construction or be used in the interpretation of this Agreement or any of its provisions.

B. This Agreement shall be construed in accordance with and governed by the laws of the State of Illinois and the Parties agree to submit to the jurisdiction of the courts of Illinois any dispute regarding this Agreement. The exclusive venue for such purposes shall be the Circuit Court, Kane County, Illinois.

C. If any clause, phrase, provision or portion of this Agreement or the application thereof to any person or circumstance shall be invalid or unenforceable under applicable law, such event shall not affect, impair, or render invalid or unenforceable the remainder of this Agreement, nor any other clause, phrase, provision or portion thereof, nor shall it affect the application of any clause, phrase, provision or portion hereof to other persons or circumstances.

D. This Agreement supersedes all prior agreements and understandings, both written and oral, of the Parties with respect to the subject matter hereof. This Agreement may be modified or amended only with the express written approval of both Parties dated subsequent to the date of this Agreement.

E. This Agreement is not and shall not be binding upon any Party unless and until executed by all Parties. The Agreement may be executed in counterparts, each of which shall be deemed to be and shall constitute one and the same instrument.

F. This agreement may not be assigned or transferred in any manner without the express written consent of all parties.

G. The Parties have had the opportunity to freely negotiate and cooperate in the drafting and preparation of this Agreement, and in any interpretation or construction of this Agreement or any word, clause or provision herein, the same shall not be construed against any Party on the basis that the Party was the drafter.

H. Nothing contained in this Agreement is intended to create, or shall be construed as creating, a partnership, joint venture or any similar relationship between the Parties.

The Remainder of this Page has been Intentionally Left Blank / Signature Page follows:

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

Village of West Dundee:

_____
Village President

ATTEST:

_____
Village Clerk

Dundee Township Park District:

_____
Board President

ATTEST:

_____
Board Secretary

Community Unit School District 300:

_____
Board President

ATTEST:

_____
Board Secretary

Proposed Improvements for

RECREATION DRIVE EXTENSION

VILLAGE OF WEST DUNDEE, ILLINOIS

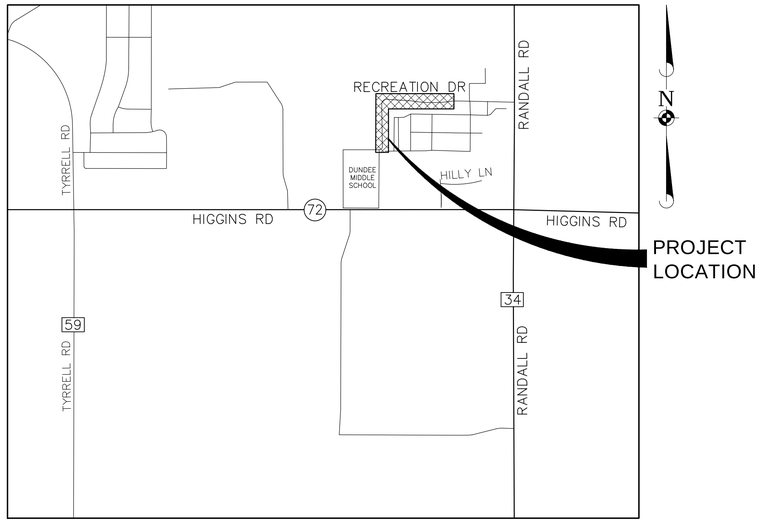
STANDARD SYMBOLS

EXISTING		PROPOSED
	STORM SEWER	
	SANITARY SEWER	
	COMBINED SEWER	
FM	FORCEMAIN	FM
	DRAINTILE	
W	WATER MAIN	W
E	ELECTRIC	E
G	GAS	G
T	TELEPHONE	T
OH	OVERHEAD WIRES	OH
	SANITARY MANHOLE	
	STORM MANHOLE	
	CATCH BASIN	
	STORM INLET	
	CLEANOUT	
	HAY BALES	
	RIP RAP	
	VALVE IN VAULT	
	VALVE IN BOX	
	FIRE HYDRANT	
	BUFFALO BOX	
	FLARED END SECTION	
	STREET LIGHT	
	SUMMIT / LOW POINT	S/L
795.20 / 790.25	RIM ELEVATION / INVERT ELEVATION	795.25 / 790.20
	DITCH OR SWALE	
	DIRECTION OF FLOW	
	OVERFLOW RELIEF SWALE	
764	1 FOOT CONTOURS	764
	CURB AND GUTTER	
	DEPRESSED CURB AND GUTTER	
	REVERSE CURB AND GUTTER	
	SIDEWALK	
	DETECTABLE WARNINGS	
	PROPERTY LINE	
	EASEMENT LINE	
	SETBACK LINE	
	MAIL BOX	
	SIGN	
	TRAFFIC SIGNAL	
	POWER POLE	
	GUY WIRE	
	GAS VALVE	
	HANDHOLE	
E	ELECTRICAL EQUIPMENT	
T	TELEPHONE EQUIPMENT	
	CHAIN-LINK FENCE	
792.8	SPOT ELEVATION	792.8
	BRUSH/TREE LINE	
16"	DECIDUOUS TREE WITH TRUNK DIA. IN INCHES (TBR)	16"
25'	CONIFEROUS TREE WITH HEIGHT IN FEET (TBR)	25'
S	SILT FENCE	S
	RETAINING WALL	
	WETLAND	

ABBREVIATIONS

ADJ	ADJUST	F/L	FLOW LINE	R.O.W.	RIGHT-OF-WAY
AGG.	AGGREGATE	FM	FORCE MAIN	RCP	REINFORCED CONCRETE PIPE
ARCH	ARCHITECT	G	GROUND	REM	REMOVAL
B.A.M.	BITUMINOUS AGGREGATE MIXTURE	G/F	GRADE AT FOUNDATION	REV	REVERSE
B-B	BACK TO BACK	GW	GUY WIRE	RR	RAILROAD
B/C	BACK OF CURB	HDWL	HEADWALL	RT	RIGHT
B/P	BOTTOM OF PIPE	HH	HANDHOLE	SAN	SANITARY
B/W	BACK OF WALK	HWL	HIGH WATER LEVEL	SF	SQUARE FOOT
B-BOX	BUFFALO BOX	HYD	HYDRANT	SHLD.	SHOULDER
BIT.	BITUMINOUS	INL	INLET	SL	STREET LIGHT
BM	BENCHMARK	INV	INVERT	SMH	SANITARY MANHOLE
B.O.	BY OTHERS	IP	IRON PIPE	ST	STORM
C.E.	COMMERCIAL ENTRANCE	LT	LEFT	STA.	STATION
CB	CATCH BASIN	MAX.	MAXIMUM	STD	STANDARD
℄	CENTERLINE	MB	MAILBOX	SW	SIDEWALK
CMP	CORRUGATED METAL PIPE	M/E	MEET EXISTING	SY	SQUARE YARDS
CNTRL	CONTROL	MH	MANHOLE	TBR	TO BE REMOVED
CO	CLEANOUT	MIN.	MINIMUM	T	TELEPHONE
CONC.	CONCRETE	NWL	NORMAL WATER LEVEL	T-A	TYPE A
CY	CUBIC YARD	P.E.	PRIVATE ENTRANCE	T/C	TOP OF CURB
D	DITCH	PC	POINT OF CURVATURE	T/F	TOP OF FOUNDATION
DIA.	DIAMETER	PCC	POINT OF COMPOUND CURVE	T/P	TOP OF PIPE
DIP	DUCTILE IRON PIPE	PGL	PROFILE GRADE LINE	T/W	TOP OF WALK
DIWM	DUCTILE IRON WATER MAIN	PI	POINT OF INTERSECTION	T/WALL	TOP OF WALL
DS	DOWNSPOUT	℗	PROPERTY LINE	TEMP	TEMPORARY
DT	DRAIN TILE	PP	POWER POLE	TRANS	TRANSFORMER
E	ELECTRIC	PROP.	PROPOSED	V.B.	VALVE BOX
E-E	EDGE TO EDGE	PT	POINT OF TANGENCY	VCP	VITRIFIED CLAY PIPE
ELEV.	ELEVATION	PVC	POLYVINYL CHLORIDE PIPE	V.V.	VALVE VAULT
E/P	EDGE OF PAVEMENT	PVC	POINT OF VERTICAL CURVATURE	WL	WATER LEVEL
EX.	EXISTING	PVI	POINT OF VERTICAL INTERSECTION	WM	WATER MAIN
F.O.	FIELD ENTRANCE	PVT	POINT OF VERTICAL TANGENCY		
F-F	FACE TO FACE	P	PAVEMENT		
F.F.	FINISHED FLOOR	P.U.D.E.	PUBLIC UTILITY & DRAINAGE EASEMENT		
FES	FLARED END SECTION	R	RADIUS		

MANHARD CONSULTING IS NOT RESPONSIBLE FOR THE SAFETY OF ANY PARTY AT OR ON THE CONSTRUCTION SITE. SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND ANY OTHER PERSON OR ENTITY PERFORMING WORK OR SERVICES. NEITHER THE OWNER NOR ENGINEER ASSUMES ANY RESPONSIBILITY FOR THE JOB SITE SAFETY OF PERSONS ENGAGED IN THE WORK OR THE MEANS OR METHODS OF CONSTRUCTION.



LOCATION MAP

N.T.S.

LENNAR CORPORATION
1700 E. GOLF ROAD, SUITE 1100
SCHAUMBURG, ILLINOIS 60173
(224) 293-3190

UTILITY CONTACTS	
ELECTRIC COMED 350 S. 2ND ST. ELGIN, IL 60123 (847) 888-6617 CONTACT: JAYVEE ROLDAN III	WATER VILLAGE OF WEST DUNDEE 102 SOUTH SECOND STREET WEST DUNDEE, IL 60118 (847) 551-3800 CONTACT: PAT DOYLE
GAS NICOR GAS 1011 WILLEY ROAD SCHAUMBURG, IL 60173 (888) 642-6748 CONTACT: RYAN PATTERMAN	TELEPHONE AT&T 255 E. CHICAGO ST. ELGIN, IL 60123 (847) 888-6617 CONTACT: BRANDON MIUCCIO
SEWER VILLAGE OF WEST DUNDEE 102 SOUTH SECOND STREET WEST DUNDEE, IL 60118 (847) 551-3800 CONTACT: ERIC BABCOCK	KANE COUNTY DOT 41W011 BURLINGTON ROAD ST CHARLES, IL 60175 (630) 584-1170

Manhard CONSULTING™
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Civil Engineers • Surveyors • Water Resource Engineers • Water & Wastewater Engineers
Construction Managers • Environmental Scientists • Landscape Architects • Planners

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INDEX OF SHEETS

SHEET NO	DESCRIPTION
1	TITLE SHEET
2	INDEX OF SHEETS
3	EXISTING CONDITIONS AND DEMOLITION PLAN
4	SOIL EROSION AND SEDIMENT CONTROL PLAN
5	REC DRIVE GRADING – STA 8+00 TO 18+00
6	REC DRIVE GRADING – STA 18+00 TO 27+00
7	REC DRIVE GRADING – STA 27+00 TO 31+47
8	ROADWAY PROFILE – STA 8+00 TO 14+00
9	ROADWAY PROFILE – STA 14+00 TO 20+00
10	ROADWAY PROFILE – STA 20+00 TO 27+00
11	ROADWAY PROFILE – STA 27+00 TO 31+47
12	CONSTRUCTION DETAILS
13	CONSTRUCTION DETAILS
14	CONSTRUCTION SPECIFICATIONS

NOTE:

THE BOUNDARY LINES AND TOPOGRAPHY FOR THIS PROJECT ARE BASED ON A FIELD SURVEY COMPLETED BY MANHARD CONSULTING ON JULY 5TH, 2023. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND SHALL IMMEDIATELY NOTIFY MANHARD CONSULTING AND THE CLIENT IN WRITING OF ANY DIFFERING CONDITIONS.

BENCHMARKS:

REFERENCE BENCHMARK:
ESTABLISHED UTILIZING A TRIMBLE RAPID STATIC GLOBAL NAVIGATION SYSTEM (GNSS) AND THE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S (NOAA'S) ONLINE POSITIONING USER SERVICE (OPUS). THE OBSERVED ELEVATIONS, AS REFINED BY OPUS, ARE THE BASIS FOR ALL ELEVATIONS SHOWN HEREON AND THIS INFORMATION HAS NOT BEEN DIRECTLY COMPARED TO ANY OTHER KNOWN OR FIXED BENCHMARK. ALL ELEVATIONS ARE BASED ON NAVD 88 DATUM.

SITE BENCHMARK #1:
CUT SQUARE ON EAST SIDE OF CONCRETE LIGHT POLE. BASE LOCATED APPROXIMATELY 170 FEET NORTH OF THE CENTERLINE OF MAIN STREET AND 2010 FEET WEST OF THE CENTERLINE OF RANDALL ROAD

ELEVATION = 924.64' DATUM=NAVD88-GEOID 18

SITE BENCHMARK #2:
CUT SQUARE ON EAST SIDE OF CONCRETE LIGHT POLE. BASE LOCATED APPROXIMATELY 860 FEET NORTH OF THE CENTERLINE OF MAIN STREET AND 2030 FEET WEST OF THE CENTERLINE OF RANDALL ROAD.

ELEVATION = 923.00' DATUM=NAVD88-GEOID 18

DRAWN BY:
REVISIONS
DATE

Manhard CONSULTING™
333 East Butterfield Road, Suite 600, Lombard, IL 60148 ph:630.691.8500 fx:630.691.8585 manhard.com
Civil Engineers • Surveyors • Water Resource Engineers • Water & Wastewater Engineers
Construction Managers • Environmental Scientists • Landscape Architects • Planners

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
TITLE SHEET

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: ----
DATE: 2/26/2025
SCALE: 1"=XX'

SHEET 1 OF 14
LENWDIL01

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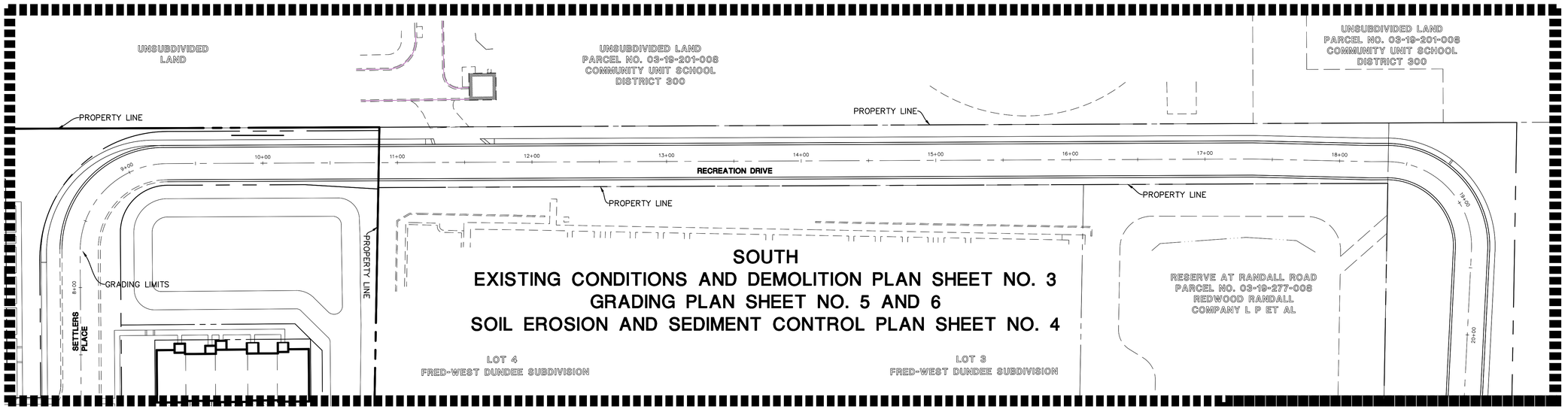
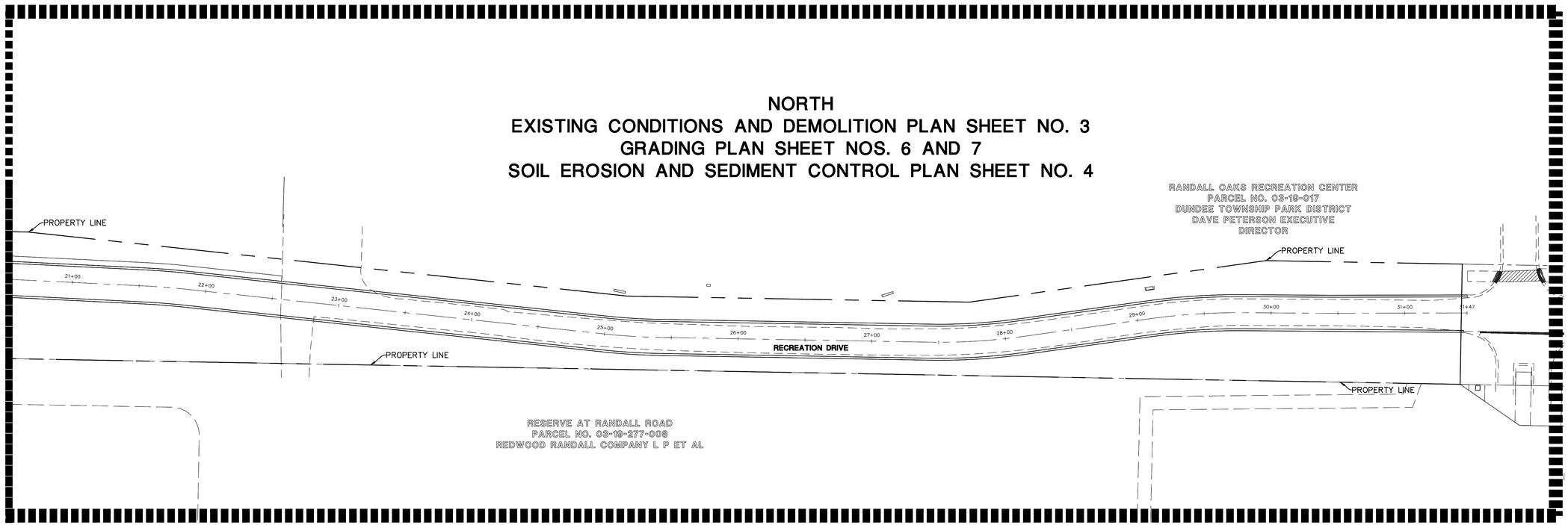
February 26, 2025 - 22:05 Dwg Name: p:\lenwdil01\dwg\Eng\final drawings\recreation drive plan set\1 TITLE.dwg Updated By: TMMurphy





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DRAWN BY:
REVISIONS
DATE:

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
INDEX OF SHEETS

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: ----
DATE: 2/27/2025
SCALE: 1"=XX'

SHEET 2 OF 14
LENWDIL01

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February 27, 2025 - 09:35 Dwg Name: p:\lenwd\01\dwg\Eng\final drawings\recreation drive plan set\12 INDEX OF SHEETS.dwg Updated By: TMMurphy

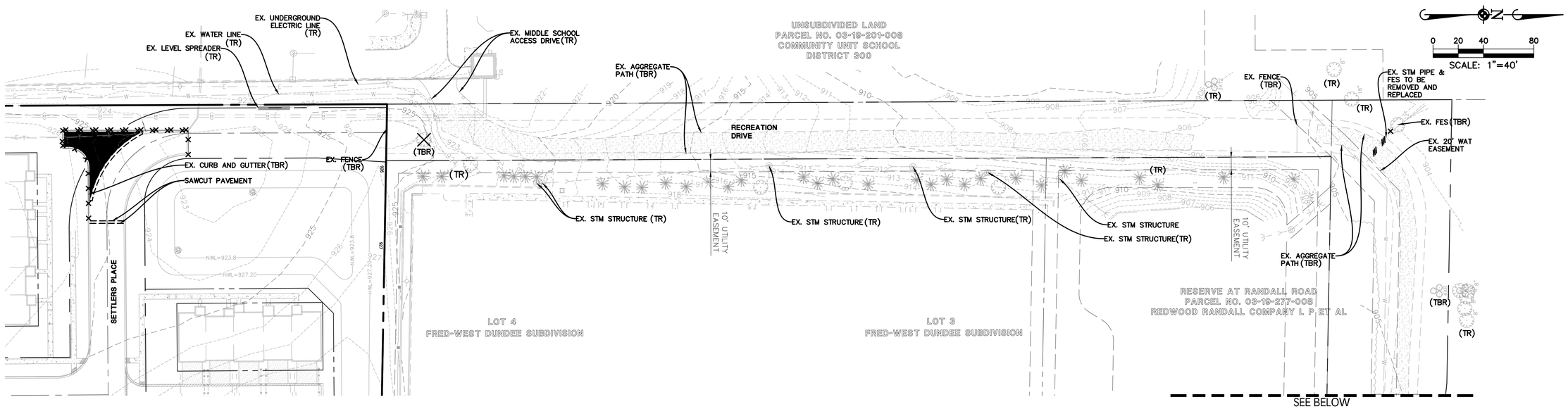
06-01-16

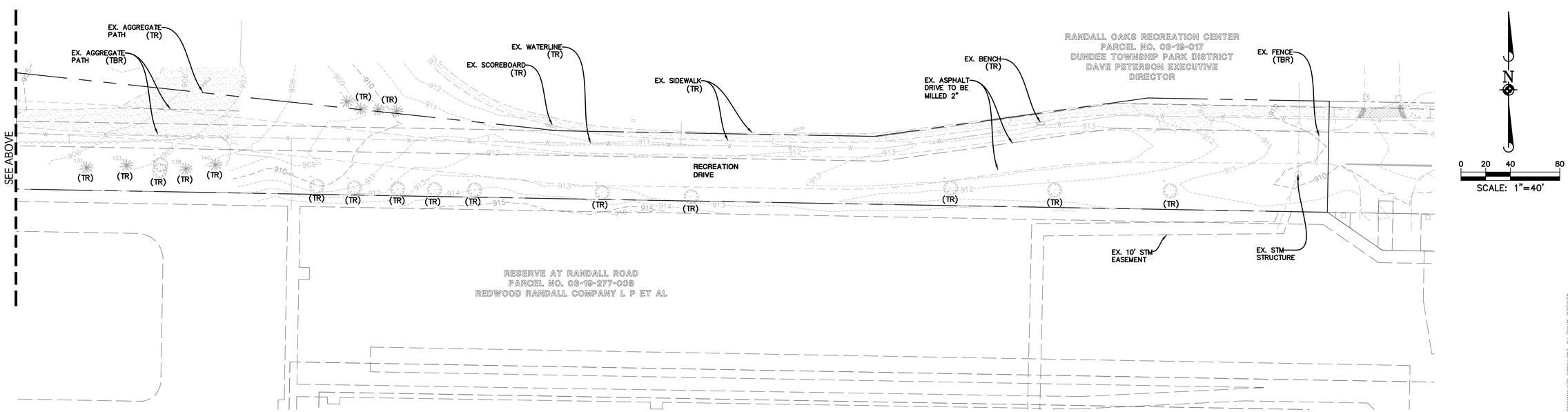
EXISTING CONDITIONS AND DEMOLITION NOTES:

1. EXISTING CONDITIONS AND DEMOLITION PLAN REPRESENT SITE CONDITIONS AS OF JANUARY, 2025. CONTRACTOR SHALL INSPECT SITE PRIOR TO BIDDING WORK TO VERIFY ACTUAL FIELD CONDITIONS AS PORTIONS OF THE DEMOLITION WORK MAY HAVE SINCE BEEN COMPLETED. CONTRACTOR SHALL BE RESPONSIBLE TO COMPLETE ALL DEMOLITION WORK AS PER PLANS TO PREPARE THE SITE FOR CONSTRUCTION OF PROPOSED IMPROVEMENTS.
2. THE UNDERGROUND UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, UPON INFORMATION FURNISHED BY UTILITY COMPANIES AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.
3. THE CONTRACTOR IS RESPONSIBLE FOR DEMOLITION, REMOVAL AND DISPOSAL (IN A LOCATION APPROVED BY ALL JURISDICTIONAL GOVERNING ENTITIES) OF ALL STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, ROAD, PARKING LOTS, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC., SUCH THAT THE IMPROVEMENTS SHOWN ON THESE PLANS CAN BE CONSTRUCTED. ALL DEMOLITION WORK SHALL BE IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL REQUIREMENTS. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE SPECIFICATIONS.
4. REFER TO SPECIFICATIONS SHEET FOR DEMOLITION NOTES.

DEMOLITION LEGEND

- ASPHALT TO BE REMOVED
- SAWCUT LINE
- FENCE, WALK, RETAINING WALL, RAILROAD TIES, POLES, CURB AND GUTTER, ETC. TO BE REMOVED
- UTILITY STRUCTURE TO BE REMOVED
- UTILITY LINE REMOVAL, FILL OR ABANDONMENT (REFER TO SPECIFICATIONS)
- TREE TO BE REMOVED
- (TBR) TO BE REMOVED
- (TR) TO REMAIN





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DRAWN BY | REVISIONS | DATE

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
EXISTING CONDITIONS AND DEMOLITION PLAN

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: DSS
DATE: 2/27/2025
SCALE: 1" = 40'

SHEET 3 OF 14
LENWDIL01

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February 27, 2025 - 08:46 Dwg Name: p:\lenwdil01\dwg\Eng\final drawings\recreation drive plan set\13 EX COND AND DEMO.dwg Updated By: TMMurphy

06-01-16

LEGEND

- —S——S— TEMPORARY SILT FENCE (PERIMETER EROSION BARRIER)
- —SD——SD— TEMPORARY SILT DIKE
- EROSION CONTROL BLANKET (NORTH AMERICAN GREEN DS 75) (SEEDING PER LANDSCAPE PLAN)
- TEMPORARY GRAVEL CONSTRUCTION ENTRANCE
- TEMPORARY STORM STRUCTURE PROTECTION
- TEMPORARY PERFORATED RISER
- PAVEMENT DRAINAGE FLOW
- SWALE DRAINAGE FLOW
- DISTURBANCE LIMITS

06-01-16

CONSTRUCTION SEQUENCE:

1. INSTALL SILT FENCE AT LOCATIONS AS INDICATED ON THE PLANS.
2. PROVIDE STABILIZED CONSTRUCTION ENTRANCE.
3. CONSTRUCT TEMPORARY DITCHES, SWALES, SEDIMENT TRAPS AND/OR BASINS.
4. STRIP EXISTING TOPSOIL FROM PROPOSED LIMITS OF DISTURBANCE AND STOCKPILE WHERE SHOWN ON PLANS.
5. PROVIDE SILT FENCE AROUND THE BASE OF THE STOCKPILES.
6. CONSTRUCT STORMWATER MANAGEMENT (DETENTION) FACILITIES TO SUB-GRADE AND INSTALL OUTLET PIPES.
7. COMPLETE TOPSOIL PLACEMENT AND PERMANENT SEEDING AND SODDING OF STORMWATER MANAGEMENT FACILITIES.
8. CUT AND FILL SITE TO PLAN SUB-GRADE.
9. CONSTRUCT UNDERGROUND IMPROVEMENTS, i.e. SANITARY SEWER WATERMAIN AND STORM SEWER**, ETC.
10. CONSTRUCT PAVEMENT IMPROVEMENTS PER PLAN.
11. COMPLETE CONSTRUCTION OF SITE WITH PERMANENT STABILIZATION.
12. REMOVE TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES.

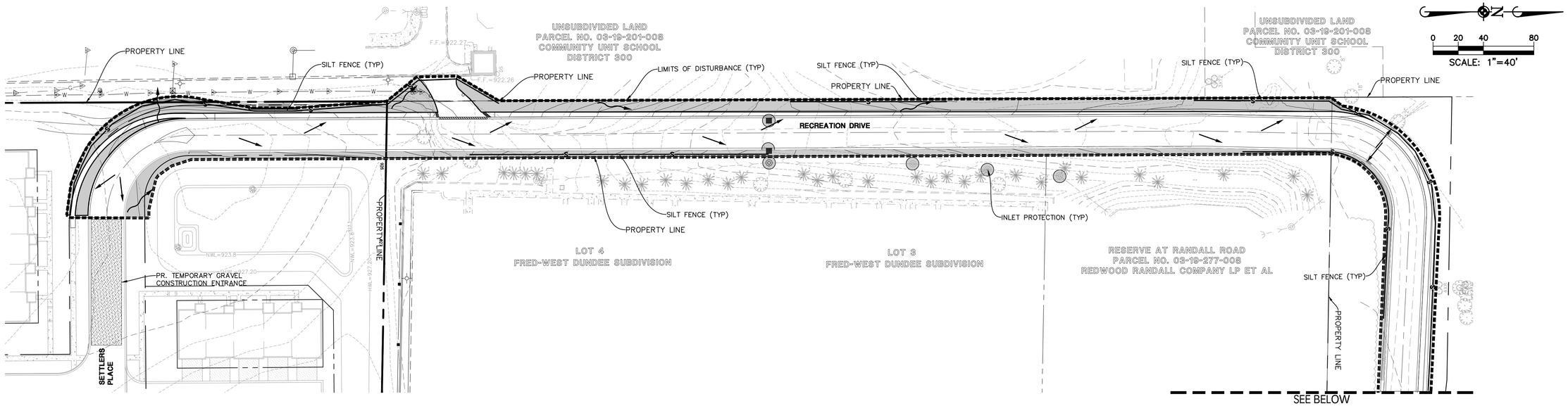
    ** INSTALL INLET PROTECTION AROUND DRAINAGE STRUCTURES AS CONSTRUCTED.

"THESE EROSION CONTROL PLANS ARE A PORTION OF THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (IEPA) TOTAL REQUIREMENTS FOR A COMPLETE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) AS REQUIRED BY THE GENERAL NPDES PERMIT NO. ILR10. CLIENT AND/OR CONTRACTOR WILL BE RESPONSIBLE FOR COMPLIANCE WITH ALL REQUIREMENTS OF THE GENERAL NPDES PERMIT AND COMPILATION OF THE COMPLETE SWPPP."

03-01-24

SOIL EROSION AND SEDIMENTATION CONTROL GENERAL NOTES:

1. ALL VEGETATIVE AND STRUCTURAL EROSION CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE MINIMUM STANDARDS AND SPECIFICATIONS OF THE "ILLINOIS URBAN MANUAL."
2. MAINTENANCE AND REPLACEMENT OF EROSION CONTROL ITEMS, WHEN DIRECTED BY THE OWNER, SHALL BE CONSIDERED AS INCIDENTAL TO THE CONTRACT.
3. THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES AT LEAST ONCE EVERY SEVEN (7) CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A STORM THAT IS 0.5 INCHES OR GREATER, OR EQUIVALENT SNOWFALL, WHEN THE SNOW MELTS AND THERE IS POTENTIAL FOR EROSION. ANY NECESSARY REPAIRS OR CLEANUP TO MAINTAIN THE EFFECTIVENESS OF SAID MEASURES SHALL BE MADE IMMEDIATELY. FOR SITES DISCHARGING DEWATERING WATER, AN INSPECTION MUST BE CONDUCTED DURING THE DISCHARGE, ONCE PER DAY ON WHICH THE DISCHARGE OCCURS AND DOCUMENTED AND KEPT IN THE SWPPP BOOKLET.
4. INSTALL ALL PERIMETER SILT FENCING PRIOR TO ANY CLEARING OR GRADING. ONSITE SEDIMENT CONTROL MEASURES AS SHOWN AND SPECIFIED BY THIS EROSION AND SEDIMENTATION CONTROL PLAN SHALL BE CONSTRUCTED AND FUNCTIONAL PRIOR TO INITIATING CLEARING, GRADING, STRIPPING, EXCAVATION OR FILLING ACTIVITIES ON THE SITE.
5. STORM WATERS FALLING ON THE ENTIRE SITE SHALL BE DIVERTED INTO THE DETENTION BASINS, PRIOR TO BEGINNING MASS EXCAVATION, THE CONTRACTOR SHALL CONSTRUCT DITCHES, SWALES, SEDIMENTATION TRAPS AND SILTATION CONTROL MEASURES AS REQUIRED TO INTERCEPT SURFACE WATERS BEFORE THEY FLOW ONTO ADJACENT PROPERTY AND CONVEY THEM TO THE DETENTION BASINS.
6. IF STORMWATER DETENTION IS NOT REQUIRED THE CONTRACTOR SHALL CONSTRUCT DITCHES, SWALES, SEDIMENT TRAPS AND SILTATION CONTROL MEASURES AS REQUIRED TO INTERCEPT SURFACE WATERS BEFORE THEY FLOW ONTO ADJACENT PROPERTY.
7. STABILIZATION OF DISTURBED AREAS MUST BE INITIATED IMMEDIATELY WHENEVER ANY CLEARING, GRADING, EXCAVATING OR OTHER EARTH DISTURBING ACTIVITIES HAVE PERMANENTLY CEASED ON ANY PORTION OF THE SITE, OR TEMPORARILY CEASED ON ANY PORTION OF THE SITE AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS. STABILIZATION OF DISTURBED AREAS MUST BE INITIATED WITHIN 1 WORKING DAY OF PERMANENT OR TEMPORARY CESSATION OF EARTH DISTURBING ACTIVITIES AND SHALL BE COMPLETED AS SOON AS POSSIBLE BUT NOT LATER THAN 14 DAYS FROM THE INITIATION OF STABILIZATION WORK IN AN AREA.
8. TEMPORARY SEED MIXTURE SHALL BE APPLIED AT 64 LBS/ACRE.
9. INLET PROTECTION SHALL BE INSTALLED UNDER THE GRATING OF EACH DRAINAGE STRUCTURE.
10. STABILIZATION OF TOPSOIL STOCKPILES SHALL BE INITIATED IMMEDIATELY UPON COMPLETION UNLESS THEY WILL BE DISTURBED WITHIN FOURTEEN (14) CALENDAR DAYS. STABILIZATION OF STOCKPILES MUST BE INITIATED WITHIN 1 WORKING DAY OF PERMANENT OR TEMPORARY CESSATION OF EARTH DISTURBING ACTIVITIES AND SHALL BE COMPLETED AS SOON AS POSSIBLE BUT NOT LATER THAN 14 DAYS FROM THE INITIATION OF STABILIZATION WORK IN AN AREA. ALL SOIL STORAGE PILES SHALL BE PROTECTED FROM EROSION WITH SILT FENCE ON THE DOWN SLOPE SIDE OF THE PILES.
11. DEWATERING DISCHARGES SHALL BE ROUTED THROUGH A SEDIMENT CONTROL (e.g. SEDIMENT TRAP OR BASIN, PUMPED WATER FILTER BAG) DESIGNED TO MINIMIZE DISCHARGES WITH VISUAL TURBIDITY. THE DISCHARGE SHALL NOT INCLUDE VISIBLE FLOATING SOLIDS OR FOAM. THE DISCHARGE MUST NOT CAUSE THE FORMATION OF A VISIBLE SHEEN ON THE WATER SURFACE, OR VISIBLE OILY DEPOSITS ON THE BOTTOM OR SHORELINE OF THE RECEIVING WATER. AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVISE SHALL BE USED TO TREAT OIL, GREASE, OR OTHER SIMILAR PRODUCTS IF DEWATERING WATER IS FOUND TO OR EXPECTED TO CONTAIN THESE MATERIALS. TO THE EXTENT FEASIBLE, USE WELL VEGETATED (e.g. GRASSY OR WOODED), UPLAND AREAS OF THE SITE TO INFILTRATE DEWATERING WATER BEFORE DISCHARGE. USING RECEIVING WATERS AS PART OF THE TREATMENT AREA IS PROHIBITED. TO MINIMIZE DEWATERING RELATED EROSION AND RELATED SEDIMENT DISCHARGES, USE STABLE, EROSION RESISTANT SURFACES (e.g. WELL-VEGETATED GRASSY AREAS, CLEAN FILTER STONE, GEOTEXTILE UNDERLAYMENT) TO DISCHARGE FROM DEWATERING CONTROLS. DO NOT PLACE DEWATERING CONTROLS, SUCH AS PUMPED WATER FILTER BAGS ON STEEP SLOPES (15% OR GREATER IN GRADE. BACKWASH WATER (WATER USED TO BACKWASH/CLEAN ANY FILTERS USED AS PART OF STORMWATER TREATMENT) MUST BE PROPERLY TREATED OR HAULED OFF-SITE FOR DISPOSAL. DEWATERING TREATMENT DEVICES SHALL BE PROPERLY MAINTAINED.
12. DUST CONTROL SHALL BE PERFORMED ON A DAILY BASIS USING WATER DISPERSED FROM A TRUCK MOUNTED TANK WITH STANDARD DISCHARGE HEADER TO PROVIDE A UNIFORM RATE OF APPLICATION.
13. TEMPORARY GRAVEL CONSTRUCTION ENTRANCES SHALL BE MAINTAINED, ADJUSTED OR RELOCATED AS NECESSARY TO PREVENT SEDIMENT FROM BEING TRACKED ONTO PUBLIC ROADWAYS. ANY SEDIMENT REACHING A PUBLIC ROAD SHALL BE REMOVED BY SHOVELING OR STREET CLEANING BEFORE THE END OF EACH WORKING DAY.
14. ANY LOOSE MATERIAL THAT IS DEPOSITED IN THE FLOW LINE OF ANY GUTTER OR DRAINAGE STRUCTURE DURING CONSTRUCTION OPERATIONS SHALL BE REMOVED AT THE CLOSE OF EACH WORKING DAY.
15. OVERLAND FLOW SHALL BE DIRECTED TO THE DETENTION BASINS PRIOR TO LEAVING THE SITE.
16. THE EROSION CONTROL MEASURES INDICATED ON THE PLANS ARE THE MINIMUM REQUIREMENTS. ADDITIONAL MEASURES MAY BE REQUIRED, AS DIRECTED BY THE CLIENT OR OTHER JURISDICTIONAL GOVERNMENTAL ENTITIES.
17. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE REMOVED AND DISPOSED OF IN ACCORDANCE WITH ALL JURISDICTIONAL GOVERNMENTAL AGENCY REQUIREMENTS WITHIN 30 DAYS OF FINAL STABILIZATION.



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		TMM

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
SOIL EROSION AND SEDIMENT CONTROL PLAN

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: DSS
DATE: 2/27/2025
SCALE: 1" = 40'

SHEET 4 OF 14
LENWDIL01

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February 27, 2025 - 09:35 Dwg Name: p:\lenwdil01\dwg\Eng\final drawings\recreation drive plan set\4 SESC.dwg Updated By: TMMurphy

01-01-16

GRADING PLAN LEGEND

764	PROPOSED 1 FOOT CONTOURS
792.8 G	PROPOSED SPOT ELEVATION
P	PROPOSED PAVEMENT ELEAVATION
T/C	PROPOSED TOP OF CURB
T/W	PROPOSED TOP OF WALK
T/WALL	PROPOSED TOP OF WALL
M/E	MEET EXISTING
G	PROPOSED GROUND GRADE OR GROUND AT BASE OF RETAINING WALL
	PROPOSED DITCH OR SWALE
	PROPOSED DIRECTION OF FLOW
	OVERFLOW RELIEF SWALE
	PROPOSED RIDGE LINE
(0.5')	PROPOSED DEPTH OF PONDING
(L)	PROPOSED SWALE LOW POINT
(S)	PROPOSED SWALE SUMMIT

06-01-16

GRADING NOTES:

1. ALL HANDICAP RAMPS SHALL BE CONSTRUCTED WITH A MAXIMUM CROSS SLOPE OF 2.00% OR LESS.
2. MEET EXISTING GRADE AT PROPERTY LIMITS UNLESS NOTED OTHERWISE.
3. CONTRACTOR SHALL REFER TO THE SOIL EROSION AND SEDIMENT CONTROL PLAN AND DETAILS FOR CONSTRUCTION SCHEDULING AND EROSION CONTROL MEASURES TO BE INSTALLED PRIOR TO BEGINNING GRADING OPERATIONS.
4. THE CONTRACTOR SHALL CONTACT J.U.L.I.E. (1-800-892-0123) PRIOR TO ANY WORK TO LOCATE UTILITIES AND SHALL CONTACT THE OWNER SHOULD UTILITIES APPEAR TO BE IN CONFLICT WITH THE PROPOSED IMPROVEMENT.
5. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
6. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITION OR BETTER.
7. ALL UNPAVED AREAS DISTURBED BY GRADING OPERATIONS SHALL RECEIVE 6 INCHES OF TOPSOIL. CONTRACTOR SHALL APPLY STABILIZATION FABRIC TO ALL SLOPES 3H:1V OR STEEPER. CONTRACTOR SHALL STABILIZE DISTURBED AREAS IN ACCORDANCE WITH GOVERNING SPECIFICATIONS UNTIL A HEALTHY STAND OF VEGETATION IS OBTAINED.
8. EXISTING TOPOGRAPHY SHOWN REPRESENTS SITE CONDITIONS AS PREPARED BY DRONEVIEW TECH DATED MAY 2, 2017. CONTRACTOR SHALL FIELD CHECK EXISTING ELEVATIONS AND CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY ARCHITECT AND ENGINEER OF ANY DISCREPANCIES PRIOR TO STARTING CONSTRUCTION. IF THE CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, THEN THE CONTRACTOR SHALL SUPPLY, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR TO THE OWNER FOR REVIEW.
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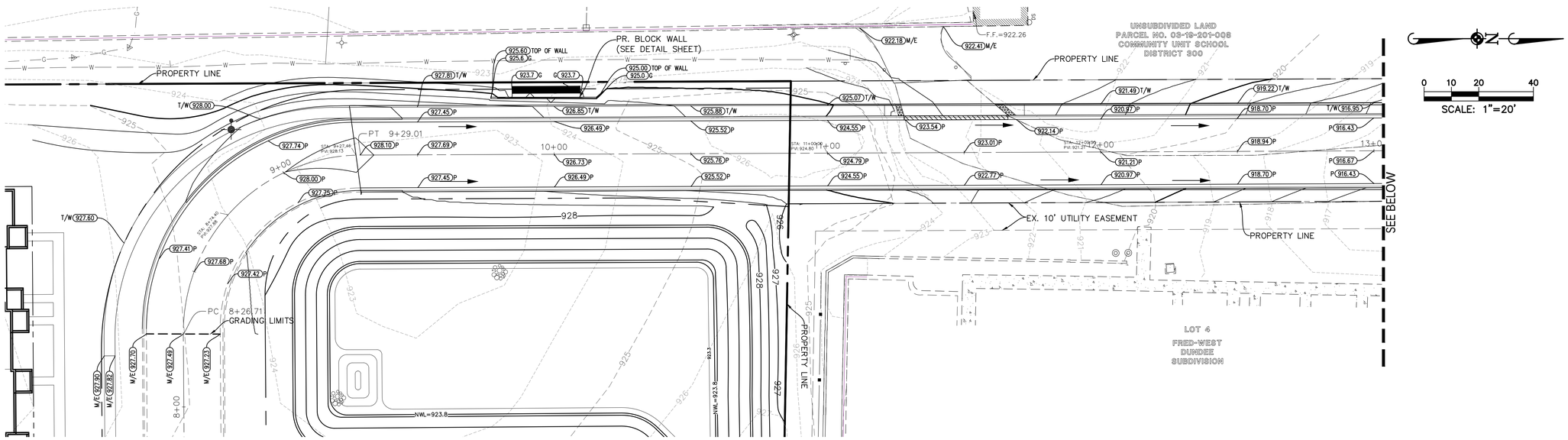

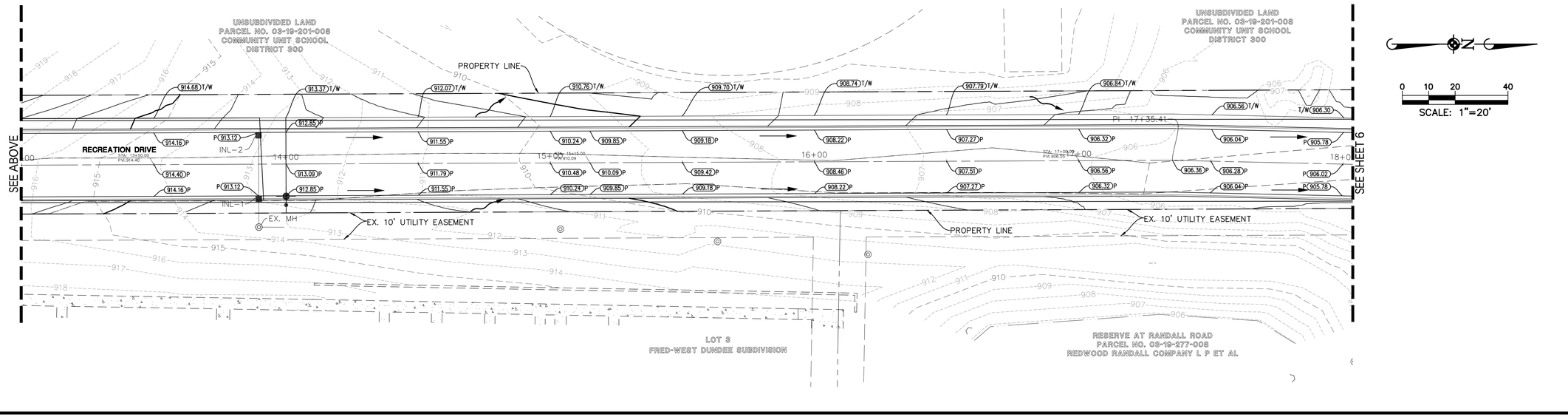

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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
REC DRIVE GRADING - STA 8+00 TO 18+00

PROJ. MGR.:	TMM
PROJ. ASSOC.:	TMM
DRAWN BY:	DSS
DATE:	3/2/2025
SCALE:	1" = 20'

SHEET 5 OF 14
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March 2, 2025 - 21:49 Dwg Name: p:\lenwdil01\dwg\Engr\final drawings\recreation drive plan sset\5-7 GRADING.dwg Updated By: TMMurphy

06-01-16

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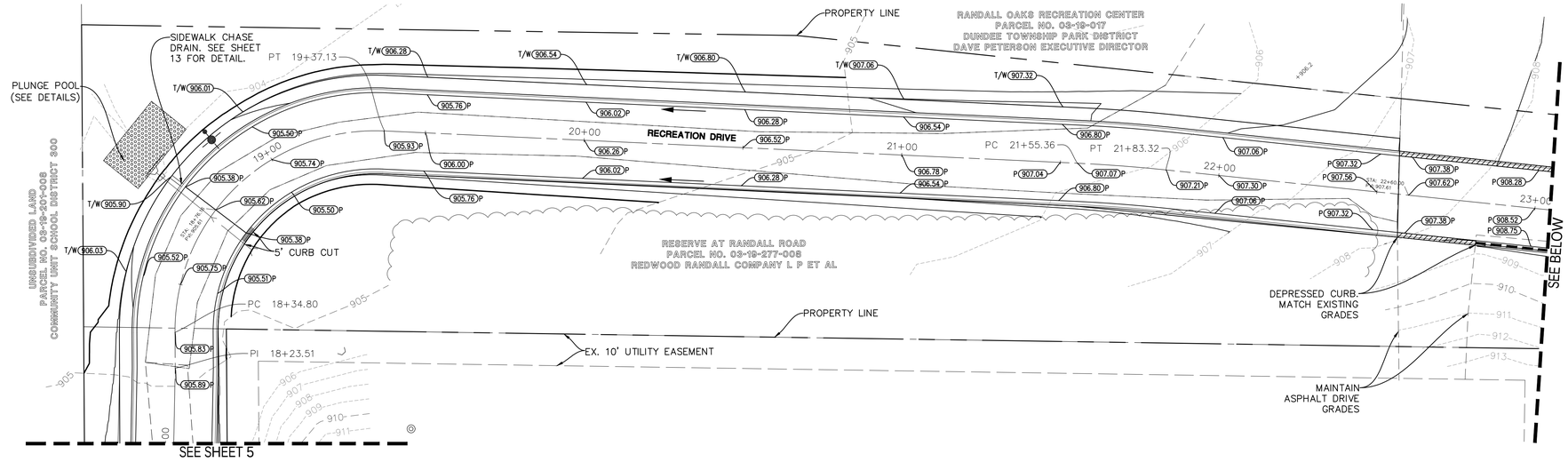

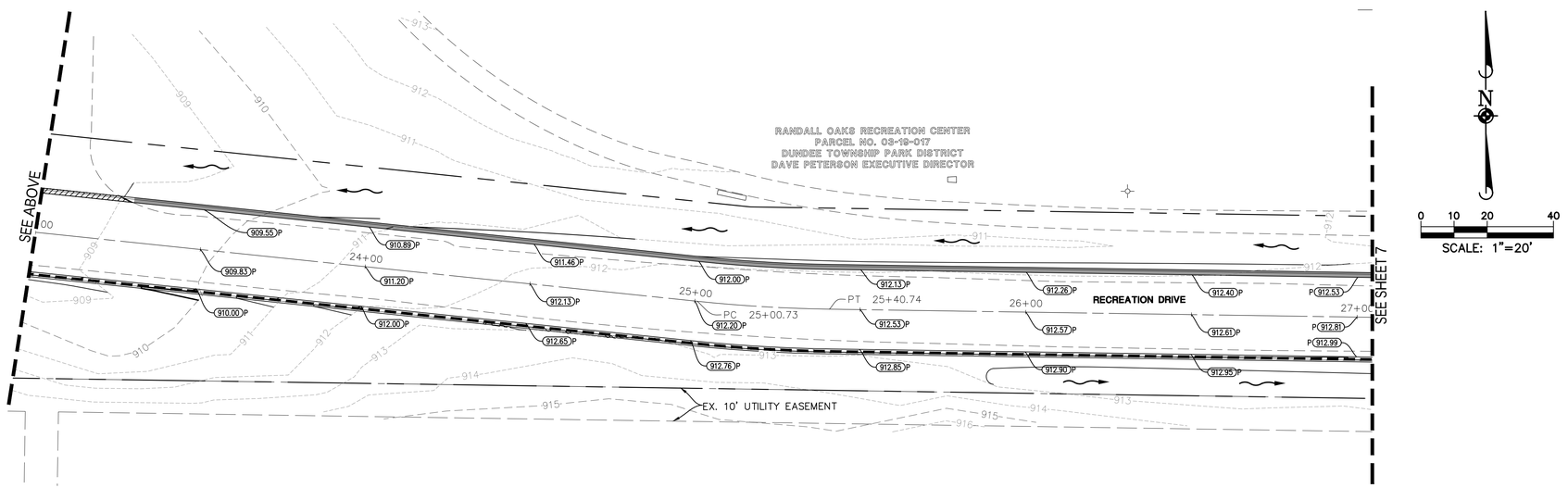

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
REC DRIVE GRADING - STA 18+00 TO 27+00

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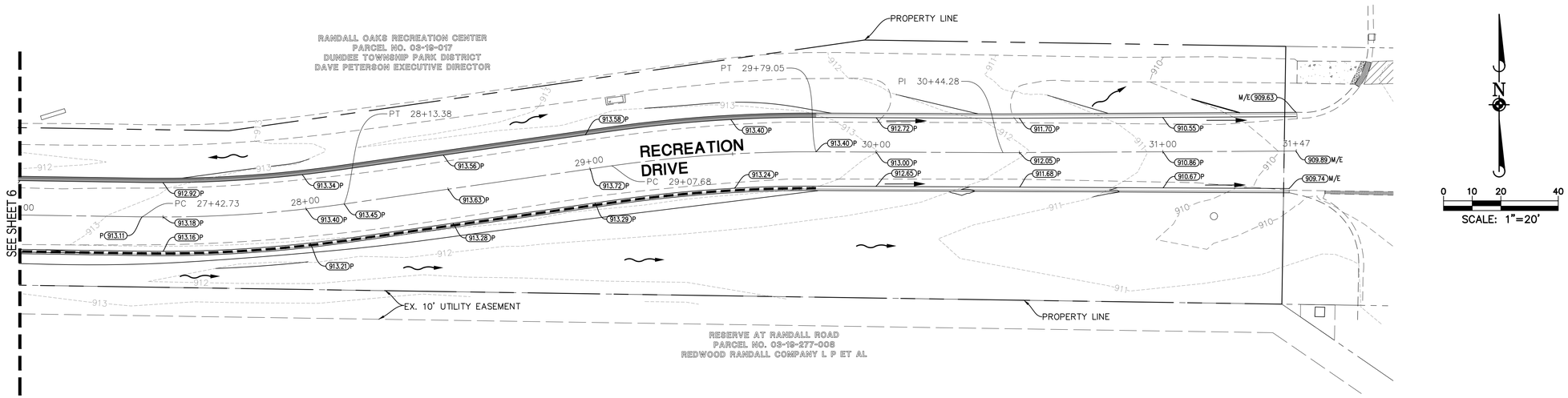

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P	PROPOSED PAVEMENT ELEAVATION
T/C	PROPOSED TOP OF CURB
T/W	PROPOSED TOP OF WALK
T/WALL	PROPOSED TOP OF WALL
M/E	MEET EXISTING
G	PROPOSED GROUND GRADE OR GROUND AT BASE OF RETAINING WALL
	PROPOSED DITCH OR SWALE
	PROPOSED DIRECTION OF FLOW
	OVERFLOW RELIEF SWALE
	PROPOSED RIDGE LINE
0.37	PROPOSED DEPTH OF PONDING
L	PROPOSED SWALE LOW POINT
S	PROPOSED SWALE SUMMIT

06-01-16

GRADING NOTES:

1. ALL HANDICAP RAMPS SHALL BE CONSTRUCTED WITH A MAXIMUM CROSS SLOPE OF 2.00% OR LESS.
2. MEET EXISTING GRADE AT PROPERTY LIMITS UNLESS NOTED OTHERWISE.
3. CONTRACTOR SHALL REFER TO THE SOIL EROSION AND SEDIMENT CONTROL PLAN AND DETAILS FOR CONSTRUCTION SCHEDULING AND EROSION CONTROL MEASURES TO BE INSTALLED PRIOR TO BEGINNING GRADING OPERATIONS.
4. THE CONTRACTOR SHALL CONTACT J.U.L.I.E. (1-800-892-0123) PRIOR TO ANY WORK TO LOCATE UTILITIES AND SHALL CONTACT THE OWNER SHOULD UTILITIES APPEAR TO BE IN CONFLICT WITH THE PROPOSED IMPROVEMENT.
5. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
6. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITION OR BETTER.
7. ALL UNPAVED AREAS DISTURBED BY GRADING OPERATIONS SHALL RECEIVE 6 INCHES OF TOPSOIL. CONTRACTOR SHALL APPLY STABILIZATION FABRIC TO ALL SLOPES 3H:1V OR STEEPER. CONTRACTOR SHALL STABILIZE DISTURBED AREAS IN ACCORDANCE WITH GOVERNING SPECIFICATIONS UNTIL A HEALTHY STAND OF VEGETATION IS OBTAINED.
8. EXISTING TOPOGRAPHY SHOWN REPRESENTS SITE CONDITIONS AS OF JANUARY 2025. CONTRACTOR SHALL FIELD CHECK EXISTING ELEVATIONS AND CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY ARCHITECT AND ENGINEER OF ANY DISCREPANCIES PRIOR TO STARTING CONSTRUCTION. IF THE CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, THEN THE CONTRACTOR SHALL SUPPLY, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR TO THE OWNER FOR REVIEW.
9. TRANSITIONS FROM DEPRESSED CURB TO FULL HEIGHT CURB SHALL BE TAPERED AT 2H:1V UNLESS OTHERWISE NOTED.
10. ALL CURB SHALL BE B6.18 UNLESS OTHERWISE NOTED
11. IF ANY DRAINTILES NOT SHOWN ARE ENCOUNTERED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN ORDER TO DETERMINE THE ROUTING TO THE PROPOSED BASINS OR SEWER SYSTEM

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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
REC DRIVE GRADING - STA 27+00 TO 31+47

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: ____
DATE: 3/3/25
SCALE: 1"=XX'

SHEET 7 OF 14

LENWDIL01

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March 2, 2025 - 21:49 Dwg Name: p:\lenwdil01\dwg\Eng\final drawings\recreation drive plan set\S-7 GRADING.dwg Updated By: TMMurphy

SHEET NOTES

1. ALL ROADWAY DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
2. ALL PROPOSED CURB AND GUTTER SHALL BE B6.12 UNLESS OTHERWISE NOTED.
3. DEPRESS CURB & GUTTER AT ALL SIDEWALK AND PATH LOCATIONS FOR HANDICAP ACCESS AS PER FEDERAL AND STATE STANDARDS.
4. TRANSITIONS FROM DEPRESSED CURB TO FULL HEIGHT CURB SHALL BE TAPERED AT 2H:1V UNLESS OTHERWISE NOTED.
5. TIE ALL PROPOSED CURB AND GUTTER TO EXISTING CURB AND GUTTER WITH 2–#6 BARS x 18" LONG DOWELED INTO EXISTING CURB.
6. ALL HANDICAP RAMPS SHALL BE CONSTRUCTED WITH A MAXIMUM CROSS SLOPE OF 2.00% OR LESS.
7. WATER AND SEWER CROSSINGS SHALL MEET STATE EPA SEPARATION AND PIPE MATERIAL REQUIREMENTS. (SEE DETAIL SHEET)
8. RIM ELEVATIONS GIVEN FOR STORM SEWER STRUCTURES IN CURB LINE ARE TOP OF CURB ELEVATIONS. ALL STRUCTURES IN CURB LINE SHALL HAVE CURB TYPE FRAME & GRATE.
9. ALL STRUCTURES (MH, CB, INL, V.V., HYD, STREET LIGHTS) ARE TO BE LOCATED ON THE PROPERTY LINE EXTENDED AND ARE TO BE OFFSET FROM THE CENTERLINE AS SHOWN ON THE TYPICAL ROAD SECTION DETAIL UNLESS OTHERWISE NOTED.
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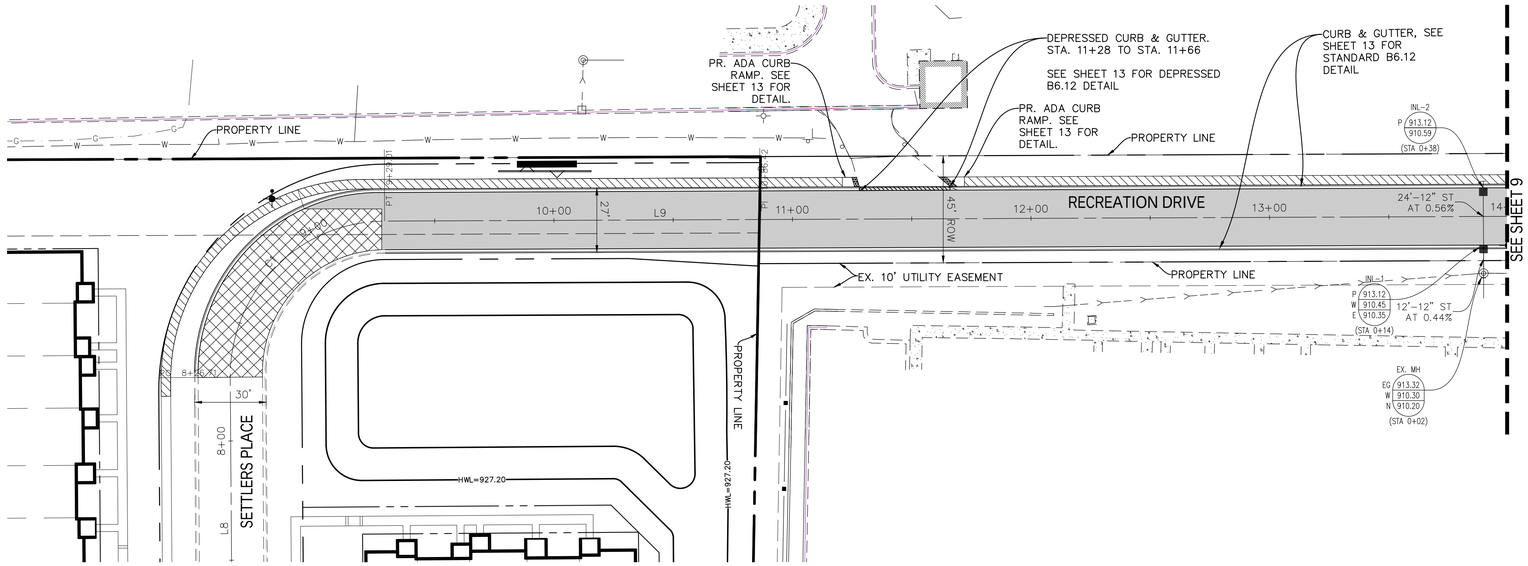
11. ALL ROADWAY IMPROVEMENTS SHALL BE COMPLETED IN ACCORDANCE WITH THE APPLICABLE SECTIONS OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, DEPARTMENT OF TRANSPORTATION, STATE OF ILLINOIS, LATEST EDITION.



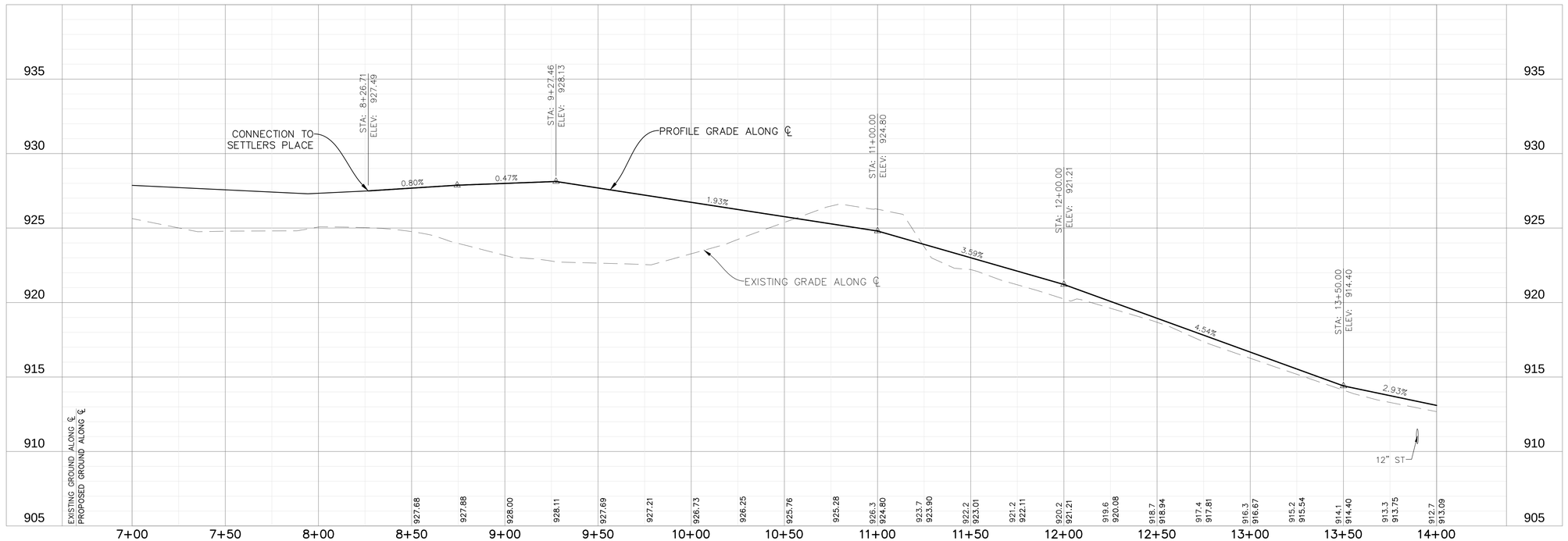
PAVEMENT LEGEND	
	MILL AND OVERLAY WITH 2" BITUMINOUS SURFACE COURSE, HOT-MIX ASPHALT, MIX D, N50
	TYPICAL COLLECTOR ROADWAY SECTION, SEE SHEET 13 FOR DETAILS.
	4' SIDEWALK, SEE SHEET 13 FOR DETAILS.
	EXISTING ASPHALT PAVEMENT TO BE PRESERVED

0 15 30 60
SCALE: 1"=30'

Alignment – Recreation Drive

Number	Radius	Length	Line/Chord Direction	A Value
L8		126.71	S89° 35' 10.54"W	
C1	65.00	102.30	N45° 19' 40.50"W	
L9		157.41	N0° 14' 31.54"W	
L10		649.00	N0° 14' 31.54"W	
L11		88.09	N1° 16' 55.79"E	
L12		11.29	N0° 14' 31.54"W	
C2	63.00	102.33	N46° 17' 19.67"E	
L13		218.23	S87° 10' 49.11"E	
C3	487.00	27.96	S85° 32' 08.36"E	
L14		317.41	S83° 53' 27.60"E	
C4	450.00	40.01	S86° 26' 17.39"E	
L4		201.99	S88° 59' 07.17"E	
C5	450.00	70.65	N86° 31' 02.08"E	
L5		94.30	N82° 01' 11.32"E	
C6	487.00	71.38	N86° 13' 07.33"E	
L6		65.23	S89° 34' 56.66"E	
L7		102.28	N89° 50' 24.96"E	

PROFILE - RECREATION DRIVE



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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
ROADWAY PROFILE - STA 8+00 TO 14+00

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: DSS
DATE: 3/2/2025
SCALE: 1" = 30'

SHEET 8 OF 14
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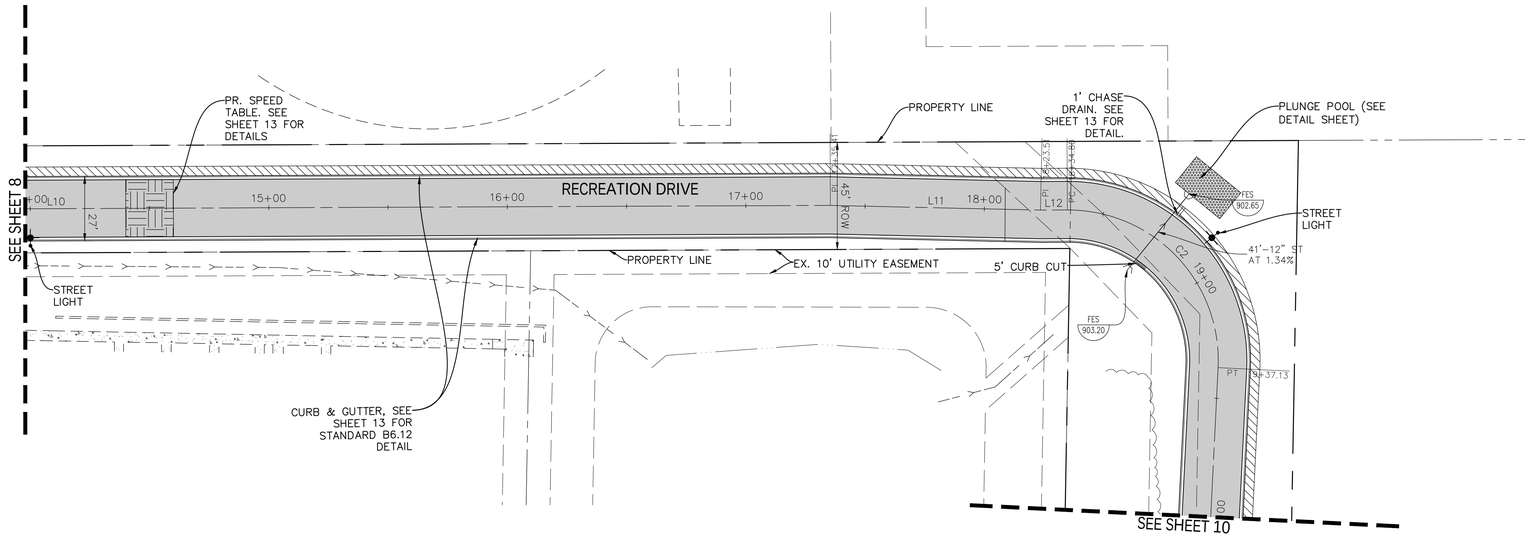
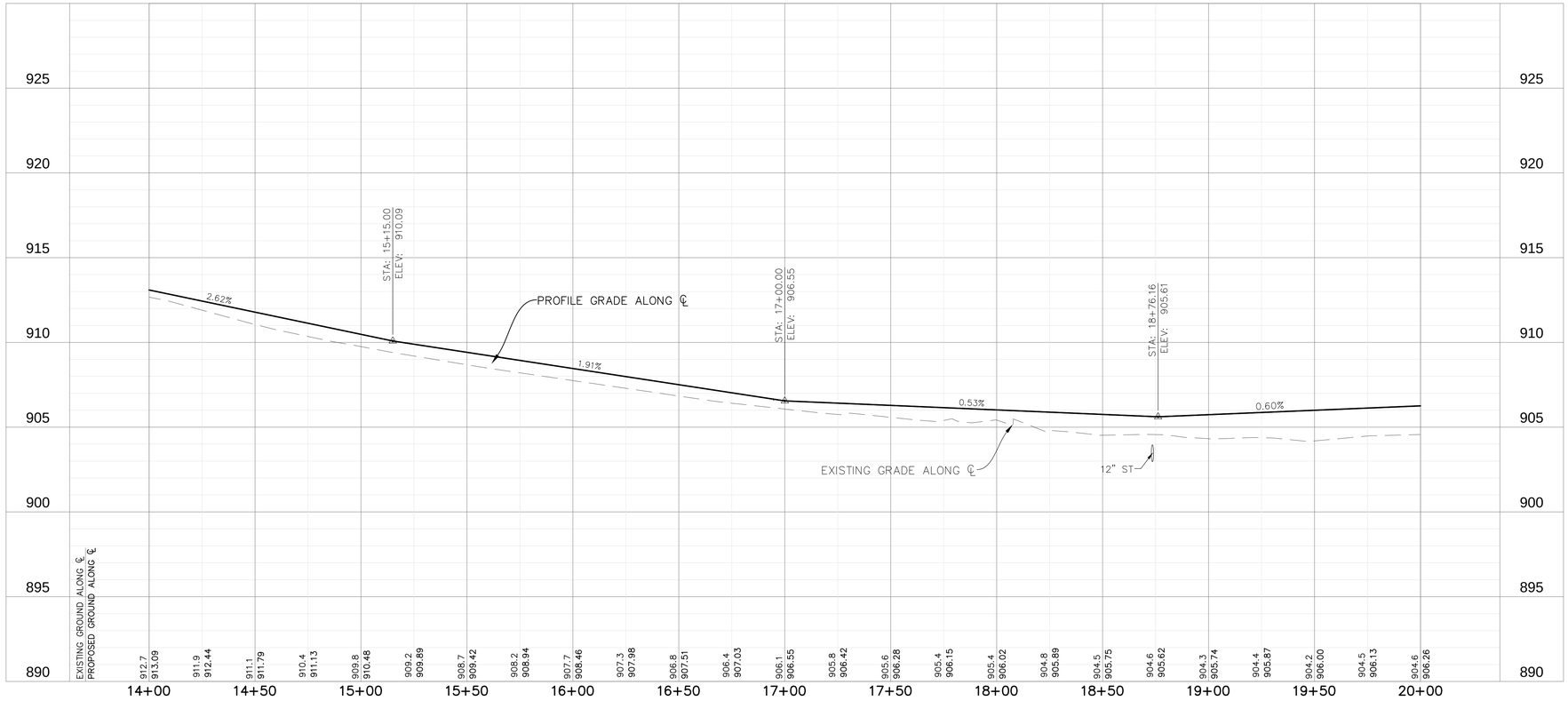


PAVEMENT LEGEND

- MILL AND OVERLAY WITH 2" BITUMINOUS SURFACE COURSE, HOT-MIX ASPHALT, MIX D, N50
- TYPICAL COLLECTOR ROADWAY SECTION, SEE SHEET 13 FOR DETAILS.
- 4' SIDEWALK, SEE SHEET 13 FOR DETAILS.

PROFILE - RECREATION DRIVE



Alignment – Recreation Drive				
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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
ROADWAY PROFILE - STA 14+00 TO 20+00

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: ____
DATE: 3/3/25
SCALE: 1"=XX'

SHEET 9 OF 14
LENWDIL01

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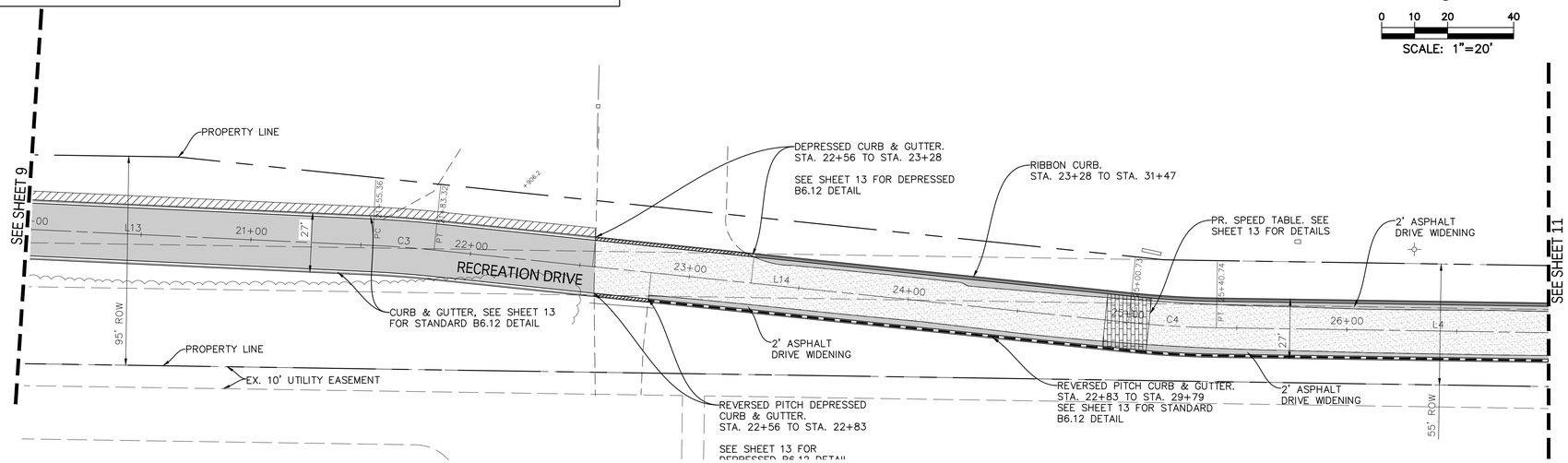

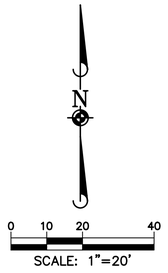

PAVEMENT LEGEND

- MILL AND OVERLAY WITH 2" BITUMINOUS SURFACE COURSE, HOT-MIX ASPHALT, MIX D, N50
- TYPICAL COLLECTOR ROADWAY SECTION, SEE SHEET 13 FOR DETAILS.
- 4' SIDEWALK, SEE SHEET 13 FOR DETAILS.
- 1.5' RIBBON CURB

Alignment – Recreation Drive

Number	Radius	Length	Line/Chord Direction	A Value
L8		126.71	S89° 35' 10.54"W	
C1	65.00	102.30	N45° 19' 40.50"W	
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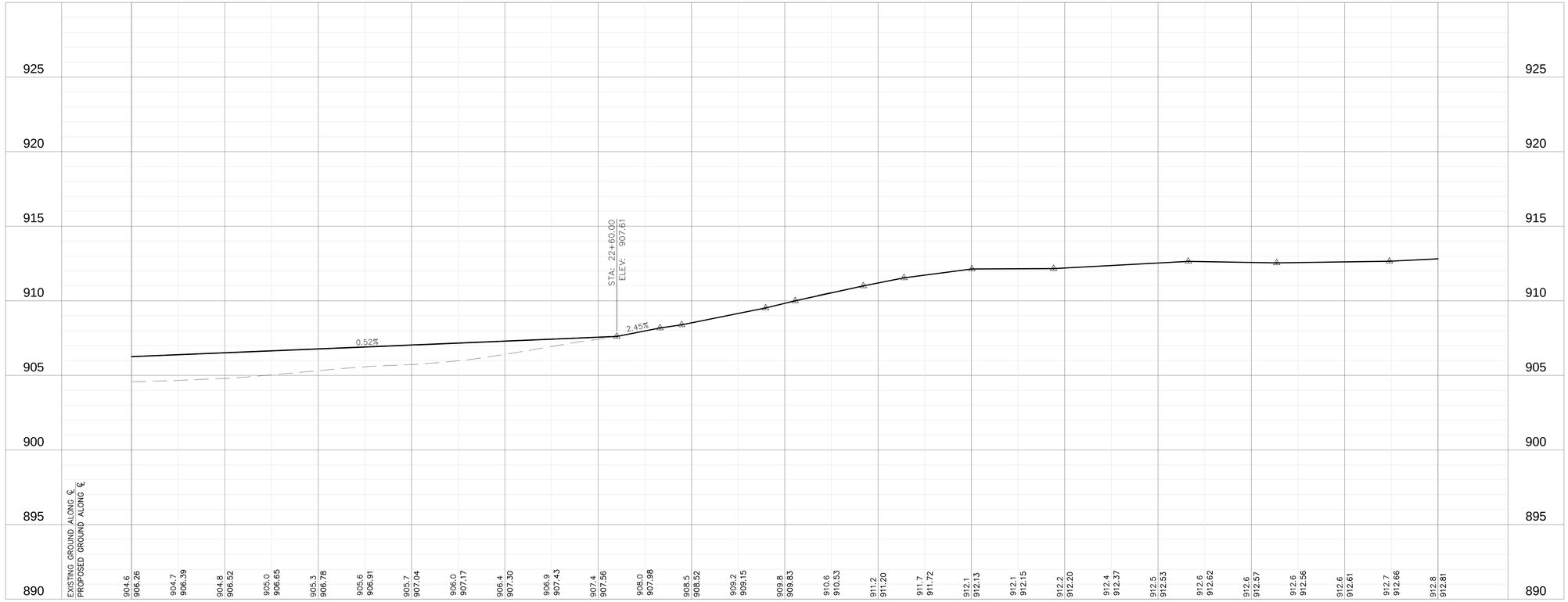
PROFILE - RECREATION DRIVE



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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
ROADWAY PROFILE - STA 20+00 TO 27+00

PROJ. MGR.: TMM
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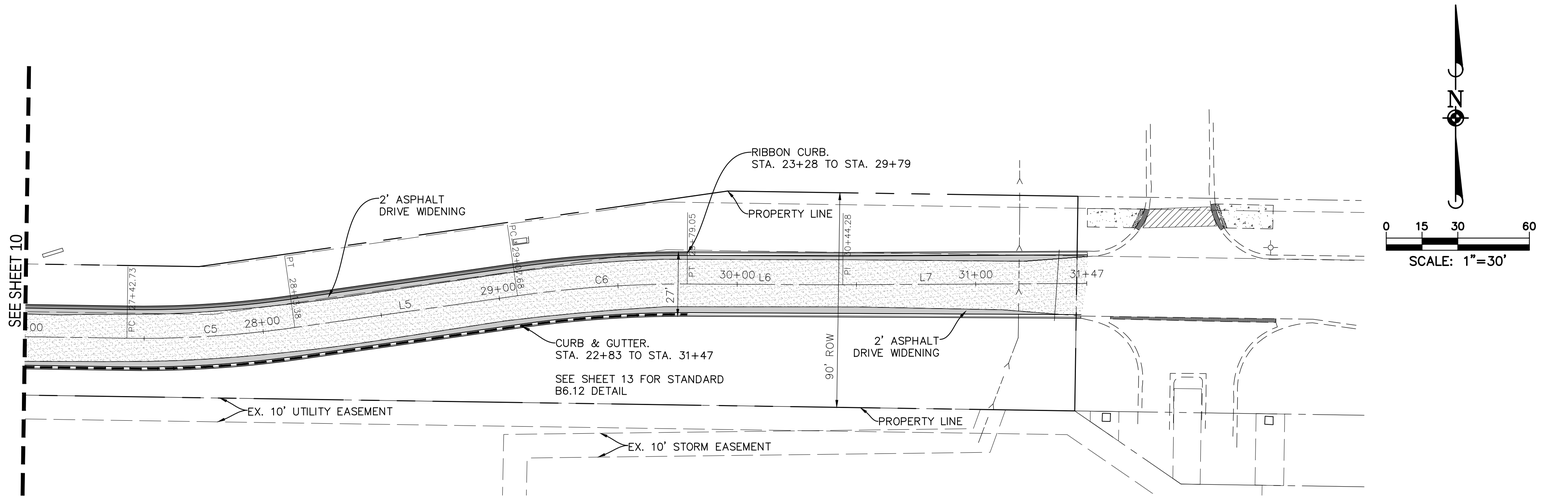

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- TYPICAL COLLECTOR ROADWAY SECTION, SEE SHEET 13 FOR DETAILS.
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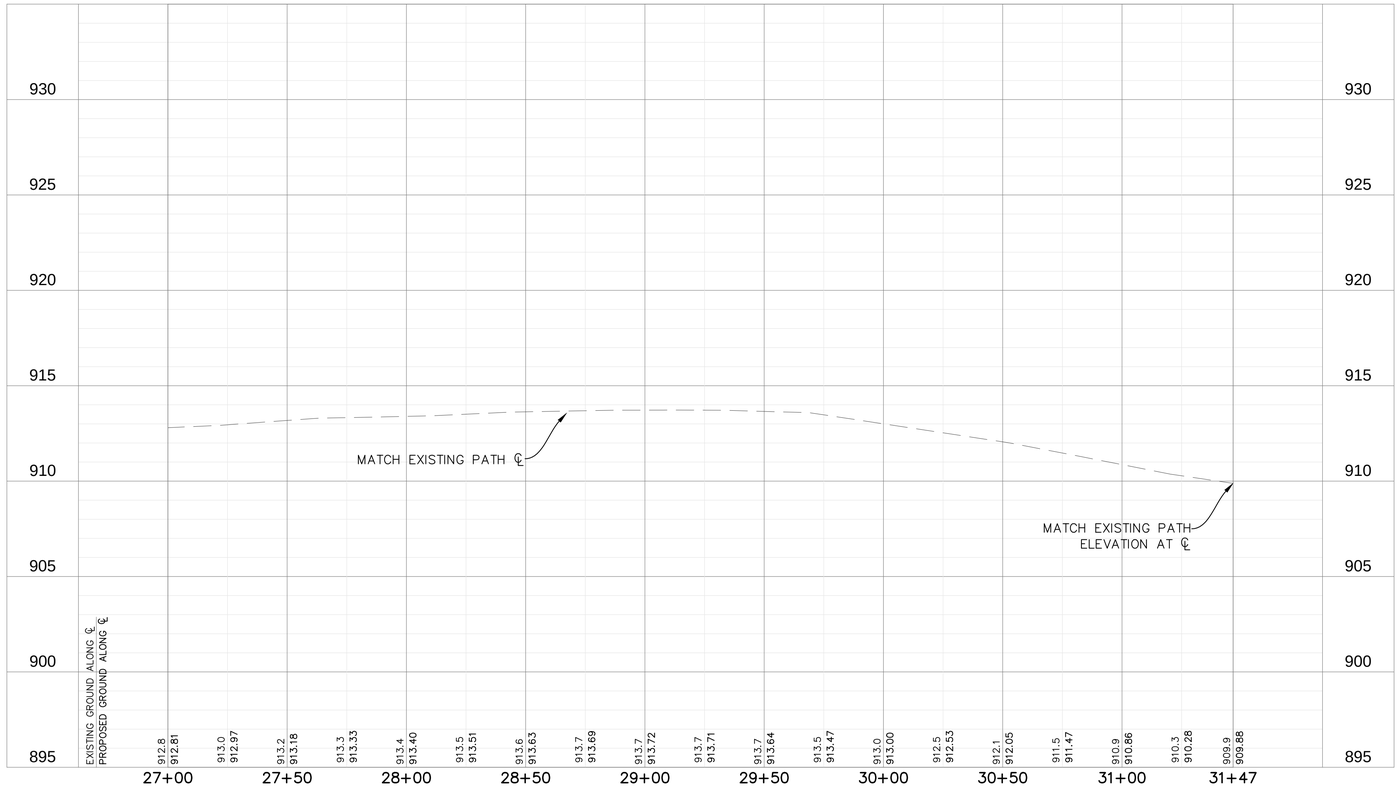
PROFILE- RECREATION DRIVE



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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
ROADWAY PROFILE - STA 27+00 TO 31+47

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
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DATE: 3/3/25
SCALE: 1"=XX'

SHEET 11 OF 14

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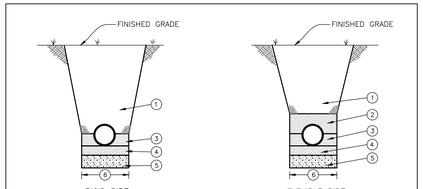


(1) MECHANICALLY COMPACTED SELECTED GRANULAR BACKFILL IN 6 INCH LIFTS UNDER OR WITHIN 2 FEET OF ANY PAVEMENT, CURB & GUTTER OR SIDEWALK. MACHINE COMPACTION OF EXCAVATED MATERIAL IN OTHER LOCATIONS WHERE SUITABLE.

(2) MECHANICALLY COMPACTED SELECTED GRANULAR BACKFILL IN 6 INCH LIFTS TO 12'' ABOVE TOP OF PIPE.

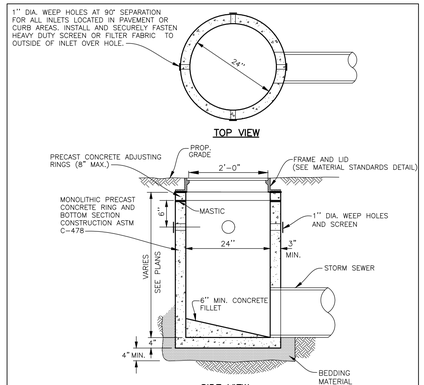
(3) RIGID PIPE:
WELL-COMPACTED HAUNCHING MATERIAL PLACED IN MAXIMUM 6 INCH LIFTS TO SPRING LINE OF PIPE
FLEXIBLE PIPE: (INSTALLATION PER ASTM D2321)
WELL-COMPACTED HAUNCHING MATERIAL PLACED IN MAXIMUM 6 INCH LIFTS TO SPRING LINE OF PIPE.

(4) 4'' WELL-COMPACTED CLASS II BEDDING MATERIAL.

(5) UNSUITABLE MATERIAL TO BE REMOVED AND REPLACED WITH GRANULAR FOUNDATION MATERIAL WHERE SOIL CONDITIONS WARRANT

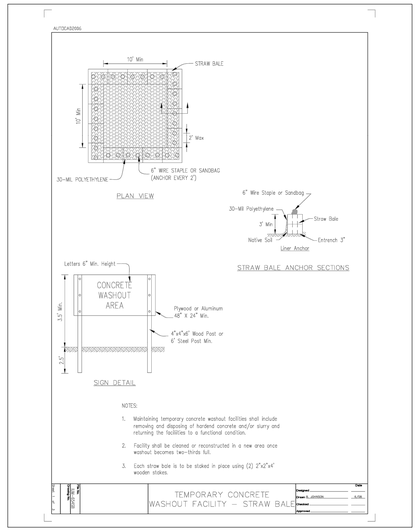
(6) TRENCH WIDTH:
TRENCH DEPTH OF 5 FEET AND LESS, WITHOUT PROTECTION
OUTSIDE DIAMETER + 12 INCHES ON EACH SIDE OF THE PIPE.
TRENCH DEPTH OF 5 FEET AND LESS, WITH PROTECTION
OUTSIDE DIAMETER + 18 INCHES ON EACH SIDE OF THE PIPE.
TRENCH DEPTH OF GREATER THAN 5 FEET
OUTSIDE DIAMETER + 18 INCHES ON EACH SIDE OF THE PIPE.

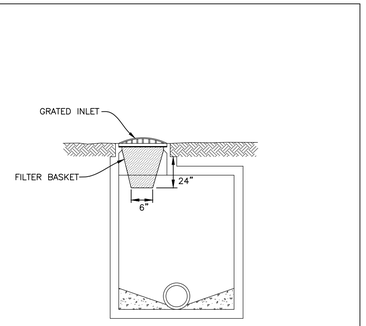
06-01-15
PIPE INSTALLATION DETAIL
S-MS-PIPEINSTALL



NOTES:
1. INSTALL MINIMUM 4'' OF BEDDING MATERIAL UNDER STRUCTURE BOTTOM SECTION & FILL ENTIRE EXCAVATION ALL AROUND STRUCTURE UP TO C.L. OF PIPE WITH BEDDING AND HAUNCHING MATERIAL.
2. PIPE OPENINGS SHALL BE CAST IN TO WALL.
3. STRUCTURE FRAME, ADJUSTING RINGS, AND ALL CONCRETE SECTIONS SHALL BE SET ON AND SEALED WITH BITUMINOUS MASTIC JOINT MATERIAL AND MORTARED ON INSIDE IF STRUCTURE LIES IN PAVEMENT.
4. FILL LUG HOLES WITH BITUMINOUS JOINING COMPOUND.
5. CURB & GUTTER TYPE FRAME AND GRATES OF INLETS IN PARKING LOT CORNERS SHALL BE LOCATED 2'-0'' FROM THE FACE OF ADJACENT CURB TO CENTERLINE OF FRAME & GRATE.

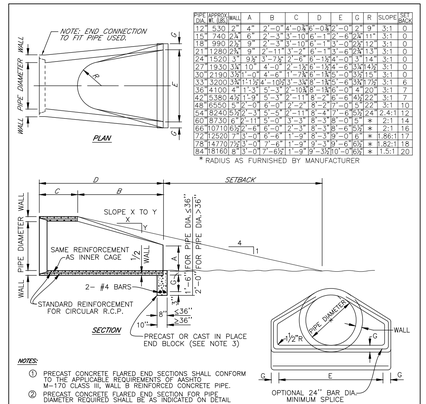
06-01-15
INLET DETAIL
S-ST-INLET





NOTE:
1. CONTRACTOR HAS THE OPTION OF USING A MANUFACTURED PRODUCT SUCH AS DANDY BAG, IPP INLET FILTER, FLEXSTORM OR APPROVED EQUAL.
2. FOR CURB STRUCTURES, CONTRACTOR HAS THE OPTION OF USING A MANUFACTURED PRODUCT SUCH AS DANDY CURB SACK OR APPROVED EQUAL.

06-01-15
FILTER BASKET INLET SEDIMENT FILTER
EC-ST-FB-INLETPROTECT



PIPE DIA. (IN.)	APPROX WALL	A	B	C	D	E	G	R	SLOPE	SKEW ANGLE
12''	430	2''	4''	2'-0''	1'-0 1/2''	0'-10''	1'-2''	9''	3:1	0
15''	740	2''	A	2'-3''	1'-10 1/2''	1'-0''	1'-5 1/2''	11''	3:1	0
18''	990	2''	9''	2'-3''	1'-10 1/2''	1'-3''	1'-9 1/2''	13''	3:1	0
21''	1200	2''	9''	2'-7''	2'-1 1/2''	1'-6''	2'-1 1/2''	15''	3:1	0
24''	1560	3''	9''	3'-1''	2'-6 1/2''	1'-9''	2'-5 1/2''	18''	3:1	0
27''	1930	3''	1'-0''	3'-5''	2'-10 1/2''	2'-0''	2'-9 1/2''	20''	3:1	0
30''	2190	3''	1'-0''	3'-8''	3'-1 1/2''	2'-3''	3'-0 1/2''	23''	3:1	0
33''	3200	3''	1'-3''	4'-2''	3'-5 1/2''	2'-6''	3'-3 1/2''	25''	3:1	6
36''	4100	4''	1'-3''	4'-5''	3'-10 1/2''	2'-9''	3'-7 1/2''	28''	3:1	7
42''	5380	4''	1'-9''	5'-2''	4'-7 1/2''	3'-3''	4'-4 1/2''	33''	3:1	7
48''	6500	5''	2'-0''	6'-0''	5'-2 1/2''	3'-9''	5'-0 1/2''	38''	3:1	10
54''	8240	5''	2'-3''	6'-5''	5'-7 1/2''	4'-3''	5'-5 1/2''	43''	2.4:1	12
60''	8730	6''	2'-11''	7'-5''	6'-3 1/2''	4'-9''	6'-1 1/2''	*	2:1	14
66''	10710	6''	3'-6''	8'-0''	6'-10 1/2''	5'-3''	6'-8 1/2''	*	2:1	16
72''	12500	7''	3'-6''	8'-6''	7'-4 1/2''	5'-9''	7'-2 1/2''	*	1.86:1	17
78''	14770	7''	3'-6''	9'-0''	7'-10 1/2''	6'-3''	7'-8 1/2''	*	1.82:1	18
84''	16160	8''	3'-6''	9'-6''	8'-3 1/2''	6'-6''	8'-0 1/2''	*	1.5:1	20

* RADIUS AS FURNISHED BY MANUFACTURER

NOTES:
1. PRECAST CONCRETE FLARED END SECTIONS SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF AASHTO M-170 CLASS III, WALL B REINFORCED CONCRETE PIPE.
2. PRECAST CONCRETE FLARED END SECTION FOR PIPE DIAMETER REQUIRED SHALL BE AS INDICATED ON DETAIL PLAN FOR EACH INDIVIDUAL INSTALLATION.
3. THE END BLOCK SHALL BE PLACED PRIOR TO THE INSTALLATION OF THE FLARED END SECTION. THE END BLOCK SHALL BE CONSTRUCTED IN ACCORDANCE WITH IDOT STANDARD SPECIFICATIONS
4. ALL FLARED END SECTIONS SHALL HAVE GRATINGS AS PER IDOT STANDARD.
5. PROVIDE CLAY DAM UNDER COLLAR AND AROUND UPSTREAM END OF FES AND FIRST PIPE THE FULL WIDTH OF TRENCH AND 10 FEET LONG AT LOCATIONS WHERE THEY DISCHARGE INTO A DETENTION BASIN.
6. PROVIDE SETBACK FROM NORMAL WATER LEVEL OR TOE OF SIDE SLOPE ON DRY BASINS, STREAMS OR CHANNELS FOR PIPE 33'' AND LARGER.

06-01-16
CONCRETE FLARED END SECTION DETAIL
S-ST-FLARED-END

GENERAL NOTES

GRATING DETAIL SHOWN ARE INTENDED FOR USE WITH PARTICULAR SIZES OF PRECAST REINFORCED CONCRETE FLARED END SECTIONS AS SHOWN ON IDOT STANDARD 542301

STRUCTURAL STEEL SHAPES AND PLATES SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS GALVANIZED STEEL PIPE SHALL BE IN ACCORDANCE WITH THE IDOT STANDARD SPECIFICATIONS.

BOLTS, NUTS AND WASHERS SHALL BE IN ACCORDANCE WITH THE IDOT STANDARD SPECIFICATIONS.

ALL FABRICATION SHALL BE COMPLETED AND READY FOR ASSENBLY BEFORE GALVANIZING.

THE CORED HOLES IN THE PRECAST CONCRETE FLARED END SECTIONS SHALL BE TO THE DIAMETERS NOTED. IF CONE-OUT ON THE OTHER END OF THE HOLE OCCURS, THE HOLE SHALL BE FILLED WITH GROUT TO

BILL OF MATERIAL : FES GRATES		12''	15''	18''	21''
1	13'' HEAD PLATE				
2	⅜'' x 3'' x ✱'' HR. FLAT (A)	19⅛''	22⅜''	25''	31⅛''
2	⅜'' x 3'' x ✱'' HR. FLAT (B)	19⅛''	23⅜''	26⅝''	32''
1	⅜ x 4'' x ✱'' HR. FLAT (C)	20''	26''	32''	38''
1	⅜'' x ½'' x ✱'' HR. FLAT (E)	15¾''	17⅞''	19¾''	19¾''
2	½'' GALVANIZED CAPS				
1	1½'' x ✱'' GALVANIZED PIPE	30''	39''	45''	50''
1	1''-8x4 ½'' GALVANIZED BOLT				
1	1''-8 GALVANIZED HEX NUT				
1	¼''x4''x4'' HR. PLATE WITH ⅝'' HOLE				
✱'' O.C.	(D)	6''	8''	9''	9¾''

02-17-23
GRATING FOR 12'',15'',18'',21'' CONCRETE FLARED END SECTION
S-ST-FLARED-END-GRATE2

RIP-RAP

PIPE DIAMETER (IN.) D	STONE RIP-RAP							BEDDING
	QUALITY DESIGNATION	GRADATION NUMBER RR	MINIMUM THICKNESS (IN.) A	MINIMUM LENGTH (FT.) 4D	WEIGHT RANGE (#)	WEIGHT AVERAGE (#)	SIZE AVERAGE (IN.)	MINIMUM THICKNESS (IN.)
12''	B	3	8''	4'	1-50	10	4.5''	N/A
15''	B	3	8''	5	1-50	10	4.5''	N/A
18''	B	4	16''	6'	1-150	40	7''	6''
21''	B	4	16''	7'	1-150	40	7''	6''
24''	B	4	16''	8'	1-150	40	7''	6''
27''	B	4	16''	9'	1-150	40	7''	6''
30''	B	4	16''	10'	1-150	40	7''	6''
36''	B	5	22''	12'	3-400	90	10''	8''
42''	B	5	22''	14'	3-400	90	10''	8''
48''	B	6	26''	16'	6-600	170	12''	10''
54''	B	6	26''	18'	6-600	170	12''	10''
60''	B	6	26''	20'	6-600	170	12''	10''
72''	B	6	26''	24'	6-600	170	12''	10''

NOTE:
1. FOR PIPE LARGER THAN 72'' A SPECIAL DESIGN OF RIP-RAP OR APRON IS REQUIRED.
2. REFER TO I.D.O.T. SPECIFICATIONS AND STANDARDS FOR BEDDING GRADTION.

06-01-15
STONE RIP RAP DETAIL
S-ST-RIPRAP-STONE

06-01-15
RIP RAP DETAIL
(DISCHARGE TO DITCH)
S-ST-RIPRAP-DITCH

06-24-24
PLUNGE POOL DETAIL
N-PLUNGE-POOL-1

U.S. DEPARTMENT OF AGRICULTURE
SOIL CONSERVATION SERVICE, ILLINOIS. IL-530

06-01-17
EROSION BLANKET PLAN
S-EC-EROSION-BLANKET1

1. ON EROSION CONTROL PAPER, CHECK SLOTS, IN DITCH CHANNEL SHALL BE SPACED SO THAT ONE OCCURS WITHIN EACH 50' ON SLOPES OF MORE THAN 4% AND LESS THAN 6%. SLOPES OF 6% OR MORE, SHALL BE SPACED SO THAT ONE OCCURS WITHIN EACH 25'.
2. STAPLES TO BE PLACED ALTERNATELY, IN COLUMNS APPROXIMATELY 2' APART AND IN ROWS APPROXIMATELY 3' APART. APPROXIMATELY 175 STAPLES ARE REQUIRED PER 4'X225' ROLL OF MATERIAL AND 125 SSTAPLES ARE REQUIRED PER 4'X150' ROLL OF MATERIAL.
3. EROSION CONTROL MATERIAL SHALL BE PLACED LOOSELY OVER GROUND SURFACE. DO NOT STRETCH.
4. ALL TERMINAL ENDS AND TRANSVERSE LAPS SHALL BE STAPLED AT APPROXIMATELY 12'' INTERVALS.

U.S. DEPARTMENT OF AGRICULTURE
SOIL CONSERVATION SERVICE, ILLINOIS. IL-530

06-01-17
EROSION BLANKET PLAN
S-EC-EROSION-BLANKET

06-01-17
SILT FENCE DETAIL
S-EC-SILT FENCE

SPEED TABLE DETAIL

NOTE:
PERIODIC TOP DRESSING OF THE CONSTRUCTION EXIT MAY BE REQUIRED TO PREVENT TRACK OUT.

06-01-15
GRAVEL CONSTRUCTION ACCESS DETAIL
S-EC-CONST-ENTRANCE

DRAWN BY | REVISIONS | DATE

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Civil Engineers • Water Resource Engineers • Water Resource Engineers • Structural Engineers
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RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
CONSTRUCTION DETAILS

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: TMM
DATE: 3/3/25
SCALE: N.T.S.

SHEET 12 OF 14
LENWDIL01

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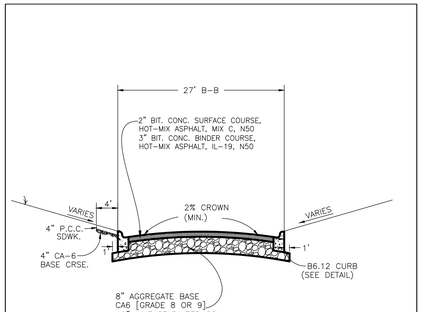
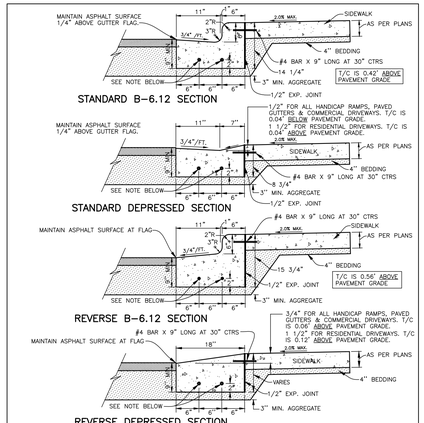
March 2, 2025 - 21:18 Dwg Name: p:\lenwdil01\dwg\Eng\final drawings\recreation drive pkg\set\12-13 DETAILS.dwg Updated By: TMMurphy



NOTE: PAVEMENT SUBGRADE TO BE PREPARED IN ACCORDANCE WITH STATE AND LOCAL SPECIFICATIONS, AND GEOTECHNICAL REPORT RECOMMENDATIONS.

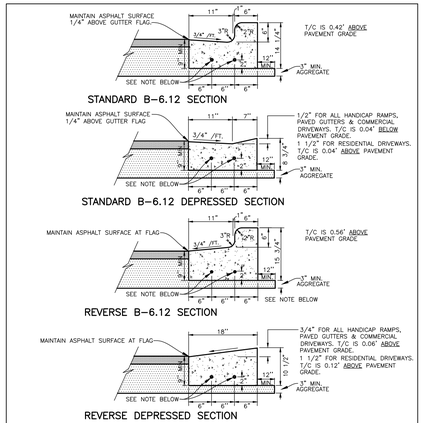
NOTE: TESTING OF THE SUBGRADE MATERIAL SHALL TAKE PLACE DURING PAVEMENT OPERATIONS TO DETERMINE THE DEPTH AND TYPE OF CHEMICAL STABILIZATION THAT IS REQUIRED.

TYPICAL 30' COLLECTOR ROADWAY SECTION 60' R.O.W.



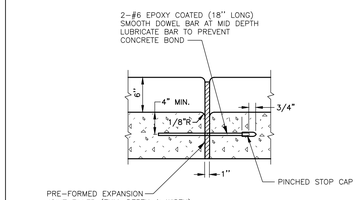
NOTES:
1. EXPANSION JOINTS TO BE LOCATED AT HIGH POINTS, UTILITY STRUCTURES, CURB RETURNS, COLD JOINTS OR 50' MAX. (SEE DETAIL)
2. CONTRACTION JOINTS ARE TO BE SAW CUT 2" DEEP AT 20' INTERVALS MAX.
3. INSTALL 2-#4 DEFORMED BARS X 10'-0" LONG OVER ALL TRENCHES.
4. TRANSITION CURB AND GUTTER AS NECESSARY TO MEET DRAINAGE STRUCTURE FRAME AND GRATE
5. IF CURB & GUTTER & SIDEWALK ARE POURED MONOLITHICALLY, NO #4x9" LONG REINFORCING BARS ARE REQUIRED.

06-01-17
MODIFIED B-6.12 CURB & GUTTER W/ADJACENT SIDEWALK DETAIL
S-RD-B612-CURB-SW



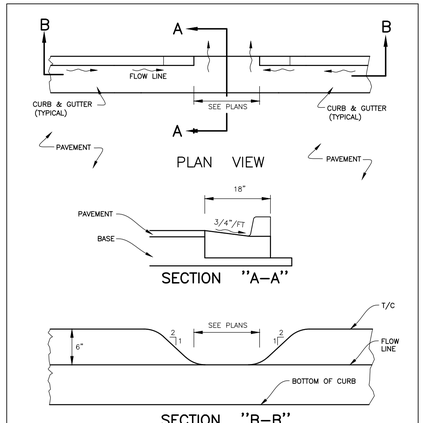
NOTE:
1. EXPANSION JOINTS TO BE LOCATED AT HIGH POINTS, UTILITY STRUCTURES, CURB RETURNS, COLD JOINTS OR 60' MAX. (SEE DETAIL)
2. CONTRACTION JOINTS ARE TO BE SAW CUT 2" DEEP AT 20' INTERVALS MAX.
3. INSTALL 2-#4 DEFORMED BARS X 10'-0" LONG OVER ALL TRENCHES.
4. TRANSITION CURB AND GUTTER AS NECESSARY TO MEET DRAINAGE STRUCTURE FRAME AND GRATE

06-01-17
MODIFIED B-6.12 CURB & GUTTER DETAIL
SHEET 1 OF 2
S-RD-B612-CURB



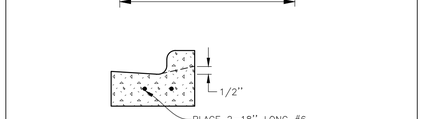
TYPICAL EXPANSION JOINT DETAIL CROSS SECTION

06-01-17
CURB EXPANSION JOINT
S-RD-EXPANSION-JOINT



NOTE:
CONSTRUCT AS PER CURB & GUTTER DETAIL.

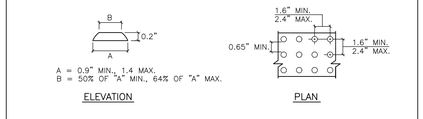
07-03-19
CURB CUT DETAIL
LEN:WDL01



06-01-15
DRIVEWAY ENTRANCE DETAIL
LENWDIL01

NOTES:
1. AT ALL TRENCH CROSSINGS, 2-#4 REFORMED REINFORCING BARS (10' LONG) SHALL BE PLACED OVER THE TRENCH.
2. CONCRETE THICKNESS SHALL BE 6" ACROSS DRIVEWAYS AND TRENCH CROSSINGS.
3. 3/4" EXPANSION JOINTS SHALL BE CONSTRUCTED AT A MAXIMUM SPACING OF 50'.
4. CONTROL JOINTS SHALL BE SPACED THE SAME AS THE SIDEWALK WIDTH AND 1/4" IN DEPTH.

06-01-15
SIDEWALK DETAIL
S-RD-SIDEWALK



NOTES:
1. DETECTABLE WARNINGS SHALL BE TUFTILE 2'X4' POLYMER, COLOR: DARK GRAY, OR APPROVED EQUIVALENT.
2. DETECTABLE WARNINGS SHALL BE REQUIRED FOR THE FULL WIDTH OF RAMP.
3. DETECTABLE WARNINGS SHALL BE INSTALLED IN WET CONCRETE PER MANUFACTURER'S RECOMMENDATIONS.

07-10-19
DETECTABLE WARNINGS DETAIL
LEN:WDIL01

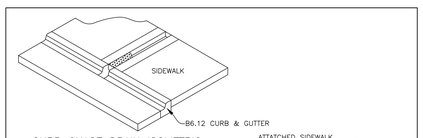
NOTES:
1. RETAINING WALL DESIGN SHALL BE PROVIDED BY GENERAL CONTRACTOR.

TYPICAL BLOCK RETAINING WALL DETAIL
2-26-25
LENWDIL01

RIBBON CURB

NOTES:
1. EXPANSION JOINTS TO BE LOCATED AT HIGH POINTS, UTILITY STRUCTURES CURB RETURNS, COLD JOINTS OR 60' MAX. (SEE DETAIL)
2. CONTRACTION JOINTS ARE TO BE SAW CUT 2" DEEP AT 20' INTERVALS MAX.
3. INSTALL 2-#4 DEFORMED BARS X 10'-0" LONG OVER ALL TRENCHES.
4. RIBBON CURB SHALL DRAIN AWAY FROM PAVEMENT AND INTO DITCHES.

10-01-08
RIBBON CURB DETAIL
N-RD-BC-RIBBON



NOTES:
1. 18"-#4 REBAR: WELD ONE BAR APPROX. 8" FROM EACH END OF TUBE; SUPPLY AT LEAST TWO BARS PER TUBE. MORE IF CONTRACTOR DEEMS APPROPRIATE, REBAR IS USED TO SUPPORT AND ALIGN TUBE UNTIL CONCRETE IS PLACED.
2. ASSEMBLY IS NOT GALVANIZED.

SIDEWALK CHASE DETAIL
01-01-13N-RD-SIDEWALK CHASE

SHOULD A CONFLICT ARISE BETWEEN MANHARD DETAILS AND THE VILLAGE DETAILS, THE VILLAGE DETAILS SHALL TAKE PRECEDENCE.

Manhard CONSULTING
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Civil Engineers • Surveyors • Water Resource Engineers • Water/Wastewater Engineers
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DRAWN BY | DATE | REVISIONS

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
CONSTRUCTION DETAILS

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: TMM
DATE: 3/3/25
SCALE: N.T.S.

SHEET 13 OF 14
LENWDIL01

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March 2, 2025 - 21:18 Dwg Name: p:\lenwdil01\dwg\Engr\final drawings\recreation drive plan set\12-13 DETAILS.dwg Updated By: TMMurphy

06-01-16

MANHARD CONSULTING
STANDARD SPECIFICATIONS

GENERAL CONDITIONS

CONTRACTOR acknowledges and agrees that the use and reliance of these Plans and Specifications is sufficient consideration for CONTRACTOR'S covenants stated herein.

DEFINITION OF TERMS

a. "CLIENT" shall mean Lennar Corporation, which is the person or entity with whom Manhard Consulting has contracted with to prepare Civil Engineering PLANS and SPECIFICATIONS.

b. "ENGINEER" shall mean Manhard Consulting, a Civil Engineering consultant on the subject project.

c. "PLANS and SPECIFICATIONS" shall mean the Civil Engineering PLANS and SPECIFICATIONS prepared by the ENGINEER, which may be a part of the contract documents for the subject project.

d. "CONTRACTOR" shall mean any person or entity performing any work described in the PLANS and SPECIFICATIONS.

e. "JURISDICTIONAL GOVERNMENTAL ENTITY" shall mean any municipal, county, state or federal unit of government from whom an approval, permit and/or review is required for any aspect of the subject project.

INTENT OF THE PLANS AND SPECIFICATIONS

The intent of the PLANS and SPECIFICATIONS is to set forth certain requirements of performance, type of equipment and structures, and standards of materials and construction. They may also identify labor and materials, equipment and transportation necessary for the proper execution of the work but are not intended to be infinitely determined so as to include minor items obviously required as part of the work. The PLANS and SPECIFICATIONS require new material and equipment unless otherwise indicated, and to require complete performance of the work in spite of omissions of specific references to any minor component part. It is not intended, however, that materials or work not covered by or properly inferred from any heading, branch, class or trade of the SPECIFICATIONS shall be supplied unless distinctly so noted. Materials or work described in words, which so applied have a well-known technical or trade meaning, shall be held to refer to such recognized standards.

INTERPRETATION OF PLANS AND SPECIFICATIONS

a. The CLIENT and/or CONTRACTOR shall promptly report any errors or ambiguities in the PLANS and SPECIFICATIONS to the ENGINEER. Questions as to meaning of PLANS and SPECIFICATIONS shall be interpreted by the ENGINEER, whose decision shall be final and binding on all parties concerned.

b. The ENGINEER will provide the CLIENT with such information as may be required to show revised or additional details of construction.

c. Should any discrepancies or conflicts on the PLANS or SPECIFICATIONS be discovered either prior to or after award of the contract, the ENGINEER's attention shall be called to the same before the work is begun thereon and the proper corrections made. Neither the CLIENT nor the CONTRACTOR may take advantage of any error or omissions in the PLANS and SPECIFICATIONS. The ENGINEER will provide information when errors or omissions are discovered.

GOVERNING BODIES

All works herein proposed shall be completed in accordance with all requirements of any JURISDICTIONAL GOVERNMENTAL ENTITY, and all such pertinent laws, directives, ordinances and the like shall be considered to be a part of these SPECIFICATIONS. If a discrepancy is noted between the PLANS and SPECIFICATIONS and requirements of any JURISDICTIONAL GOVERNMENTAL ENTITY, the CLIENT and/or the CONTRACTOR shall immediately notify the ENGINEER in writing.

LOCATION OF UNDERGROUND FACILITIES AND UTILITIES

When the PLANS and SPECIFICATIONS include information pertaining to the location of existing underground facilities and utilities (including but not limited to water mains, sanitary sewers, storm sewers, electric, telephone, gas and cable TV lines), such information represents only the opinion of the ENGINEER as to the approximate location and elevation of such facilities and utilities. At the locations wherein detailed positions of these facilities and utilities become necessary to the new construction, including all points of connection, the CONTRACTOR shall furnish all labor and tools to verify or definitely establish the horizontal location, elevation, size and material (if appropriate) of the facilities and utilities. The CONTRACTOR shall notify the ENGINEER at least 48 hours prior to construction if any discrepancies in existing utility information or conflicts with existing utilities exist. The ENGINEER assumes no responsibility whatever with respect to the sufficiency or accuracy of the information shown on the PLANS and SPECIFICATIONS relative to the location of underground facilities and utilities, nor the manner in which they are removed or adjusted.

It shall be the CONTRACTOR's responsibility prior to construction, to notify all Utility Companies of the intent to begin construction and to verify the actual location of all such facilities and utilities. The CONTRACTOR shall also obtain from the respective Utility Companies the working schedules for removing or adjusting these facilities.

UNSUITABLE SOILS

The PLANS have been prepared by the ENGINEER based on the assumption that all soils on the project are suitable to support the proposed improvements shown. The CLIENT or CONTRACTOR shall immediately notify the ENGINEER if he discovers or encounters an obstruction that prevents the installation of the improvement according to the line and grades shown on the PLANS.

PROTECTION OF TREES

All trees that are not to be removed shall be protected from damage. Trees shall not be removed unless requested to do so in writing by the CLIENT.

NOTIFICATION OF OWNERS OF FACILITIES AND UTILITIES

The CONTRACTOR shall notify all applicable Jurisdictional Governmental Entities or utility companies, i.e., water, sewer, electric, telephone, gas and cable TV prior to beginning any construction so that said entity or company can establish the location and elevation of underground pipes, conduits or cables adjoining or crossing proposed construction.

TRAFFIC CONTROL

The CONTRACTOR shall provide when required by any JURISDICTIONAL GOVERNMENTAL ENTITY, all signs, equipment, and personnel necessary to provide for safe and efficient traffic flow in all areas where the work will interrupt, interfere or cause to change in any form, the conditions of traffic flow that existed prior to the commencement of any portions of the work. The CLIENT may, at his discretion, require the CONTRACTOR to furnish traffic control under these or other circumstances where in his opinion it is necessary for the protection of life and property. Emergency vehicle access shall be maintained at all times. Unless authorized by the CLIENT or CLIENT's construction representative, all existing access points shall be maintained at all times by the CONTRACTOR. The need for traffic control shall be anticipated by the CLIENT.

WORK AREA

The CONTRACTOR, his agents and employees and their employees and all equipment, machinery and vehicles shall confine their work within the boundaries of the project or work area specified by the Client. The CONTRACTOR shall be solely liable for damage caused by him or his agents and employees and their equipment, machinery and vehicles on adjacent property or areas outside designated work areas.

UTILITY POLES

It shall be the responsibility of the CONTRACTOR to arrange for the relocation or bracing of existing utility poles that may be within the working limits of this contract. It is expressly understood that all work and costs connected with the maintenance of these utility poles, their temporary relocations, etc., shall be the responsibility of the CLIENT or the CONTRACTOR.

RESTORATION

It is the intent of these SPECIFICATIONS that clean-up and final restoration shall be performed immediately upon completion of each phase of the work, both inside and outside the Project, or when so directed by the CLIENT so that these areas will be restored as nearly as possible to their original condition or better, and shall include but not be limited to, restoration of maintained lawns and rights-of-way, roadways, driveways, sidewalks, ditches, bushes, hedges, trees, shrubs, fences, mailboxes, sewers, drain tiles, water mains, etc.

CLEANING UP

The CONTRACTOR shall at all times keep the premises free from accumulations of waste material or rubbish caused by his employees or work, and at the completion of the work he shall remove all his rubbish, tools, scaffolding and surplus materials and shall leave his work "broom clean" or its equivalent, unless more exactly specified.

ROAD CLEANING

The CONTRACTOR shall maintain roadways adjoining the project site free from mud and debris at all times. If mud and/or debris is carried onto the roadways from vehicles entering onto the highway from either the CONTRACTOR's trucks, his employees' vehicles, or his material suppliers, the CONTRACTOR shall immediately remove said mud and/or debris.

SAFETY AND PROTECTION

The CONTRACTOR shall be solely and completely responsible for the conditions of the job site, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours. The CONTRACTOR shall comply with all applicable Laws and Regulations relating to the safety of persons or property, or to the protection of persons or property from damage, injury, or loss; and shall erect and maintain all necessary safeguards for such safety and protection. CONTRACTOR's duties and responsibilities for safety and for protection of the work shall continue until such time as all work is completed and the CLIENT has notified CONTRACTOR that the work is acceptable. The duties of the ENGINEER do not include review of the adequacy of either the CONTRACTOR's or the general public's safety in, on, or near the construction site.

HOLD HARMLESS

To the fullest extent permitted by law, any CONTRACTOR; material supplier or other entity by use of these plans and specifications hereby waives any right of contribution and agrees to indemnify, defend, save and hold harmless the CLIENT and ENGINEER and its agents, employees and consultants from and against all manner of claims, causes, causes of action, damages, losses and expenses, including but not limited to, attorneys' fees arising out of, resulting from or in connection with the performance of any work, pursuant to or with respect to these plans and specifications. However, this indemnity shall not be construed to indemnify ENGINEER, its consultants, agents or employees against its own negligence.

Claims, damages, losses and expenses as these words are used in the Agreement shall mean and include, but not be limited to (1) injury or damage occurring by reason of the failure of or use or misuse of any hoist, riggings, blocking, scaffolding or any and all other kinds of items of equipment, whether or not the same be owned, furnished or loaned by any part or entity, including any contractor; (2) all attorneys' fees and costs incurred in bringing an action to enforce the provisions of this indemnity; (3) costs for time expended by the indemnified party and its employees, at its usual rates plus costs or travel, long distance telephone and reproduction of documents and (4) consequential damages.

In any and all claims against the CLIENT or ENGINEER or any of their agents or employees and consultants by any party, including any employee of the CONTRACTOR or any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for the CONTRACTOR or any Subcontractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts or any insurance maintained by CONTRACTOR or any Subcontractor or any other party.

INSURANCE

Any party using or relying on these plans, including any contractor, material supplier, or other entity shall obtain, (prior to commencing any work) general public liability insurance insuring against all damages and claims for any bodily injuries, death or property damage arising out of any work, including the construction work provided for in these plans, and shall name the CLIENT and ENGINEER and its consultants, agents and representatives as additional insureds to the limits of such insurance policies; provided that any party using or relying on these plans having obligations to maintain specific insurance by reason of any agreement with CLIENT or any CONTRACTOR or ENGINEER shall provide evidence and certificates of insurance as required by such contract or agreement. Such insurance must contain a clause stating that the insurance is primary coverage for ENGINEER and ENGINEER's other applicable coverage is considered secondary. Policies shall contain a waiver of subrogation against Manhard and Client. Such insurance shall not limit any liability of any party providing work or services or providing materials.

THIRD PARTY BENEFICIARY

Manhard Consulting, the ENGINEER, is intended to be a third party beneficiary of this willing agreement and requirement.

DETAILED SPECIFICATIONS

I. DEMOLITION

The CONTRACTOR shall coordinate with respective utility companies prior to the removal and/or relocation of utilities. The CONTRACTOR shall coordinate with the utility company concerning portions of work which may be performed by the Utility Company's forces and any fees which are to be paid to the utility company for their services. The CONTRACTOR is responsible for paying for all fees and charges.

Should removal and/or relocation activities damage features indicated to remain, the CONTRACTOR shall provide new materials/structures in accordance with the contract documents. Except for materials designed to be relocated on this plan, all other construction materials shall be new.

Prior to demolition occurring, all erosion control devices are to be installed.

All existing utility lines and conduits located under proposed buildings shall be removed and properly backfilled. All utility lines and conduits located under drives, on-site roads, parking lots or sidewalks shall be filled with a flowable backfill and end plugged. All existing structures shall be removed. All existing utility lines located under landscape areas shall be left in place and plugged at all structures.

The CONTRACTOR is responsible for demolition, removal and disposal (in a location approved by all JURISDICTIONAL GOVERNING ENTITIES) of all structures, pads, walls, flumes, foundations, road, parking lots, drives, drainage structures, utilities, etc., such that the improvements shown on these plans can be constructed. All demolition work shall be in accordance with all applicable federal, state and local requirements. All facilities to be removed shall be undercut to suitable material and brought to grade with suitable compacted fill material per the specifications.

The CONTRACTOR is responsible for obtaining all permits required for demolition and disposal.

Electrical, telephone, cable, water, fiber optic cable and/or gas lines needing to be removed shall be coordinated by the CONTRACTOR with the affected utility company.

CONTRACTOR must protect the public at all times with fencing, barricades, enclosures, and other appropriate best management practices.

Continuous access shall be maintained for surrounding properties at all times during demolition.

All fire access lanes within the project area shall remain in service, clean of debris, and accessible for use by emergency vehicles.

The CONTRACTOR shall coordinate water main work with the Fire Department and the JURISDICTIONAL GOVERNING ENTITY to plan the proposed improvements and to ensure adequate fire protection is available to the facility and site throughout this specific work and through all phases of construction. CONTRACTOR shall be responsible for any required water main shut offs with the JURISDICTIONAL GOVERNING ENTITY during construction. Any costs associated with water main shut offs will be the responsibility of the CONTRACTOR and no extra compensation will be provided.

CONTRACTOR shall maintain all existing parking areas, sidewalks, drives, etc. clear and free from any construction activity and/or material to ensure easy and safe pedestrian and vehicular traffic to and from the site. CONTRACTOR shall coordinate/phase all construction activity within proximity of the building and utility interruptions with the facility manager to minimize disturbance and inconvenience to facility operations.

CONTRACTOR may limit saw-cut and pavement removal to only those areas where it is required as shown on these construction plans, however if any damage is incurred on any of the surrounding pavement, etc. the CONTRACTOR shall be responsible for ITS removal and repair.

Any existing wells encountered shall be exposed and sealed 3' below proposed finish grade by the CONTRACTOR in accordance with Section 920.120 (latest edition) of the Illinois Water Well Construction Code, Department of Public Health, and all applicable local rules and regulations. CONTRACTOR is responsible for obtaining all permits required by JURISDICTIONAL GOVERNMENTAL ENTITIES for abandoning existing wells.

Any existing septic tanks and grease traps encountered shall have all liquids and solids removed and disposed of by a licensed commercial hauler in accordance with JURISDICTIONAL GOVERNING ENTITY regulations, and the tank and grease traps shall then be filled with suitable materials or removed from the site and disposed of by the CONTRACTOR.

Voids left by any item removed under any proposed building, pavement, walk, etc. or within 24" thereof shall be filled and compacted with suitable materials by the CONTRACTOR.

The CONTRACTOR shall be responsible for the disconnection of utility services to the existing buildings prior to demolition of the buildings.

Any material containing asbestos found within existing structures shall be removed from the site and disposed of off-site by the CONTRACTOR in accordance with County, State and Federal regulations.

CONTRACTOR shall develop and implement a daily program of dust control and shall submit and obtain JURISDICTIONAL GOVERNING ENTITY approval of dust control procedures prior to demolition of any structures. Modification of dust control procedures shall be performed by the CONTRACTOR to the satisfaction of the JURISDICTIONAL GOVERNING ENTITY as requested.

The CONTRACTOR shall coordinate all demolition with the JURISDICTIONAL GOVERNING ENTITY and CLIENT to ensure protection and maintenance of sanitary sewer and water utilities as necessary and to provide stormwater conveyance until new facilities are constructed, tested and placed into operation.

The locations of all existing utilities shown on this plan have been determined from the best information available and are given for the convenience of the CONTRACTOR and are not to be interpreted as the exact location, or as the only obstacles that may occur on the site. The ENGINEER assumes no responsibility for their accuracy. Prior to the start of any demolition activity, the CONTRACTOR shall notify the utility companies for location of existing utilities and shall verify existing conditions and proceed with caution around any anticipated features.

The CONTRACTOR is responsible for removing the existing irrigation system in the areas of proposed improvements. The contractor shall cap the existing irrigation system to remain such that the remaining system shall continue to function properly.

The parking lot shall be completed in sections such that it does not interrupt the facility operations. The CONTRACTOR shall coordinate with the construction manager for work to be performed.

II.EARTHWORK

STANDARDS

This work shall be completed in conformance with the applicable sections of the Standard Specifications for Road and Bridge Construction, Department of Transportation, State of Illinois, latest edition except as modified below.

SOIL BORING DATA

Copies of results of soil boring and reports, if such borings were taken by the CLIENT in the vicinity of the proposed construction site, should be made available by the CLIENT to the CONTRACTOR. These borings are presented for whatever purpose the CONTRACTOR chooses to make of them. The ENGINEER makes no representation or warranty regarding the number, location, spacing or depth of borings taken, nor of the accuracy or reliability of the information given in the results thereof.

Further, the ENGINEER does not assume responsibility for the possibility that during construction, the soil and groundwater condition may be different than indicated. Neither does the ENGINEER assume responsibility for variations of soil and groundwater at location between borings. The CONTRACTOR is required to make its own borings, explorations and observations to determine soil and groundwater conditions.

EARTHWORK CALCULATIONS AND CROSS SECTIONS

The CONTRACTOR understands that any earthwork calculations, quantities or cross sections that have been furnished by the ENGINEER are for information only and are provided without any guarantee by the CLIENT or ENGINEER whatsoever as to their sufficiency or accuracy. CONTRACTOR warrants that he has performed his own subsurface investigations as necessary and his own calculations and cross sections to determine site soil conditions and earthwork volumes. The ENGINEER makes no representation or guarantee regarding earthwork quantities or that the earthwork for this project will balance due to the varying field conditions, changing soil types, allowable construction to tolerances and construction methods that are beyond the control of the ENGINEER.

CLEARING, GRUBBING AND TREE REMOVAL

The site shall be cleared, grubbed, and trees and stumps removed where designated on the PLANS. Trees designated to remain shall be protected from damage.

TOPSOIL STRIPPING

Upon completion of demolition, clearing, grubbing and tree removal, all topsoil shall be stripped from under all buildings and pavements areas, and other areas necessary to complete the work. Topsoil stripped shall be placed in stockpiles in locations as designated by the CLIENT.

TOPSOIL RESPREAD

Upon completion of roadway and/or parking lot improvements and installation of underground utilities a minimum of six inches (6") of topsoil shall be respread over all unpaved areas which have been disturbed by earthwork construction, except building pads and other designated areas, which shall be kept free from topsoil.

SEEDING

Upon completion of topsoil respread, the CONTRACTOR shall apply seed and fertilizer to all respread areas in accordance with IDOT standards or as designated on landscape drawings and specifications provided by the CLIENT.

SODDING

Upon completion of topsoil respread, the CONTRACTOR shall install sod to all areas designated on the plans or as designated on the landscape drawings and specifications provided by the CLIENT.

EXCAVATION AND EMBANKMENT

Upon completion of topsoil stripping, all excavation and embankments shall be completed as shown on the PLANS. All suitable excavated materials shall be hauled, placed (moisture conditioned if necessary) and compacted in the embankment areas. The CONTRACTOR shall include all dewatering, temporary ditching and culverts necessary to complete the excavation and embankment.

Specifically included in the scope of Excavation and Embankments is grading and shaping of all cut or fill areas including swales and ditches; handling of sewer spoil, etc., and all work required to provide positive drainage at the end of each working day and upon completion of a section.

The CONTRACTOR shall be responsible for the excavation of all swales and ditches and for the excavation or filling of the roads, building pads and parking lots within the work limits to lines & grades shown on the plans. He shall be responsible for obtaining compaction in accordance with the minimum values listed in the table below for all embankments unless more stringent values are listed in the soils report or are approved by the CLIENT, and to use any method approved by the CLIENT necessary to obtain this compaction (i.e., soil fabric or any undercutting that may be required).

Type Material	Percent Compaction Standard	Pavement & Floor Slabs	Grass Areas
Sandy Soils	Modified Proctor	95%	90%
Clayey Soils	Standard Proctor	95%	90%

The CONTRACTOR shall notify the CLIENT if proper compaction cannot be obtained so that the CLIENT may determine what remedial measures may be needed.

A soils testing firm employed by the CLIENT shall determine which soils are unsuitable. Materials in their natural state being defined as unsuitable that would be suitable material if moisture conditioned, shall be conditioned by the CONTRACTOR and used as suitable embankment material or hauled from the site.

For purposes of definition, unsuitable material shall be as follows unless determined otherwise by the Soils Engineer:

1. Any soil whose optimum moisture content exceeds 25%.
2. Any cohesive soil with an unconfined compressive strength of 1.5 tons per square foot or less.
3. Any soil whose silt content exceeds 60% by weight.
4. Any soil whose maximum density is less than 100 pounds per cubic foot.
5. Any soil containing organic, deleterious, or hazardous material.

Upon completion of excavation and shaping of the water retention areas intended to maintain a permanent pool of water, all silt seams and granular or sandy soils shall be removed to a minimum depth of three feet below the subgrade and replaced with an impermeable clay liner, including adjacent to and under storm sewer inlets and outlets. It is the intent of these PLANS and SPECIFICATIONS that the CONTRACTOR shall prepare the lake bottoms, side slopes, and compaction thereof such that the lakes will maintain the proposed normal water level and that leakage does not exceed ½ inch per week.

Ditches and swales are to be excavated to the lines and grades indicated on the PLANS. All suitable materials excavated from the ditches shall be used in construction of the embankments.

The CONTRACTOR shall notify the CLIENT immediately upon encountering groundwater during excavation. If in the opinion of the CLIENT or the JURISDICTIONAL GOVERNING ENTITY this condition necessitates the installation of perforated drain tile bedded in washed gravel or open storm sewer joints wrapped with fabric, the CONTRACTOR shall install the same.

During excavation and embankment, grades may be adjusted to achieve an overall site earthwork balance. The CONTRACTOR shall cooperate fully with the CLIENT in adjustment of grades, construction methods and placement of material to meet the above goals and shall immediately advise CLIENT if he believes that the earthwork will not balance.

It is the intent of these PLANS that storm waters falling on the site be diverted into sedimentation / lake / detention basins during construction. The CONTRACTOR shall construct and maintain any temporary ditches or swales that are necessary to accomplish this prior to beginning mass excavation.

EROSION CONTROL

Suitable erosion control practices shall be maintained by the CONTRACTOR in accordance with Illinois Urban Manual and all applicable Soil Erosion and Sedimentation Control ordinances and the PLANS.

UNDERCUTTING DURING EARTHWORK

If the subgrade cannot be dried adequately by discing as outlined above for placement of material to planned grades and if the CLIENT determines that the subgrade does not meet the standards set forth above, the CLIENT may require undercutting.

MISCELLANEOUS CONTRACT ITEMS

The following items may be required at the CLIENT's option, as indicated on the PLANS or as required by the JURISDICTIONAL GOVERNING ENTITY:

(1) **GEOTEXTILE FABRIC**

Geotextile fabric or approved equal shall be provided in areas as designated by the CLIENT, as indicated on the PLANS or as required by the JURISDICTIONAL GOVERNING ENTITY where proper compaction of embankments over existing soft soils is not possible. Geotextile fabric shall meet the material specifications of and shall be installed in accordance with the above standards.

(2) **EROSION CONTROL BLANKET**

Erosion control blanket or approved equal shall be provided in areas as designated by the CLIENT, as indicated on the PLANS or as required by the JURISDICTIONAL GOVERNING ENTITY for the stabilization of disturbed areas. Erosion control blanket shall meet the material specifications of and shall be installed in accordance with the above standards, the Illinois Urban Manual and/or the details shown on the PLANS.

III.UNDERGROUND IMPROVEMENTS

A. GENERAL

STANDARDS

All underground improvements shall be constructed and tested in accordance with the Standard Specifications for Water and Sewer Construction in Illinois and Standard Specifications for Road and Bridge Construction, Department of Transportation, State of Illinois, latest edition. In the event of conflicting guidelines, the more restrictive shall govern.

SELECTED GRANULAR BACKFILL

Selected Granular Backfill shall be required for all sewer and water main trenches lying under existing or proposed streets, driveways, parking lots and within 24" thereof, and where noted on PLANS. All material placed in such trenches shall be in accordance with the above standards.

MANHOLES, CATCH BASIN, INLETS & VALVE VAULTS

All Manholes, Catch Basins, Inlets, and Valve Vaults shall be constructed of reinforced precast concrete ring construction with tongue and groove joints in conformance with the latest revision of ASTM designation C-478. All joints between sections and frames (except sanitary manholes, see Section IIIB Manholes, below) shall be sealed with mastic type bituminous jointing compound. CONTRACTOR shall remove all excess mastic on inside of structure and butter joints with mortar. Manholes are to have offset cones except that no cone shall be used on storm manholes 6'-0" deep or less in which case a reinforced concrete flat top section shall be used, and Valve Vaults shall have concentric cones. Only concrete adjustment rings will be permitted where necessary and shall be limited to two adjustment rings totaling not more than 8" in height. All manholes and catch basin steps shall be copolymer polypropylene with continuous ½" steel reinforcement as manufactured by MA Industries, or approved equal.

AUGER/BORING AND CASING

Casing pipe shall be welded steel pipe, installed where shown on the PLANS. The carrier pipe shall be securely blocked and banded and sanitary and storm sewers shall maintain the specified gradient. Upon installing the carrier pipe the ends shall be sealed with hydraulic cement.

AUGER (OPEN BORE)

The CONTRACTOR shall auger (open bore) where noted on PLANS.

HORIZONTAL AND VERTICAL SEPARATION OF WATER AND SEWER MAINS

Horizontal and vertical separation of water and sewer mains shall be in accordance with Standard Specifications for Water and Sewer Construction in Illinois Section 41-2.01A and 41-2.01B and Standard Drawing 18, 19, 20, 21, 22, 23 and 24.

STRUCTURE ADJUSTMENTS

Structures shall be adjusted to the finished grade as shown on PLANS.

B. SANITARY SEWERS AND APPURTENANCES

*INTENTIONALLY OMITTED

C. WATER MAINS AND APPURTENANCES

*INTENTIONALLY OMITTED

D. STORM SEWERS AND APPURTENANCES

STORM SEWER PIPE

Storm sewer pipe shall conform to the following:

(1) Reinforced concrete pipe minimum Class IV in conformance with the latest revision of ASTM designation C76 with C443 flexible gasket joints, except that bituminous mastic joints may be used in grass areas.

(2) Polyvinyl Chloride (PVC) Pipe: ASTM D3034 (4-inch thru 15-inch) or ASTM F679 (18-inch thru 36-inch), rated SDR 35, continually marked with manufacturer's name, pipe size, cell classification, SDR rating. Joints shall be flexible elastomeric seals conforming to ASTM D3212.

(3) High Density Polyethylene Pipe (HDPE) Smooth Interior, AASHTO Designation M252 and M294, maximum diameter of 48 inches. Pipe joints and fittings shall be watertight gasketed joints. No band seals will be allowed. (Only permitted in landscape areas with Municipality Approval and/or when specifically indicated on PLANS).

(4) Corrugated Steel (Metal) Pipe (CSP or CMP), ASTM A760, 16 gauge unless noted on PLANS. Corrugated steel pipe may be round pipe, arch pipe, or slotted drainpipe as indicated on PLANS. Slotted drainpipe shall have 1.75 inches wide drain waterway openings and 6 inches minimum height drain guide. (Only permitted with Municipality approval and/or when specifically indicated on PLANS).

Precast tees, bends, and manholes may be used if permitted by the JURISDICTIONAL GOVERNMENTAL ENTITY.

Storm sewer shall include bedding and trench backfill.

MANHOLES, INLETS & CATCH BASINS

Manholes, Inlets and Catch Basins shall be constructed in conformance with Section IIIA Manholes, etc. above. The space between connecting pipes and the wall of the manhole shall be completely filled with non-shrink hydraulic cement mortar. Frames and lids shall be Neenah or approved equal unless specified otherwise on the PLANS. All frames and grates shall be provided such that the flange fully covers the opening plus 2" of the structure as a minimum. * Provide **"Vane"** Type frame & grate for all structures located in curb where gradient exceed 2.0%. Manholes shall include steps, frame & grate, bedding and trench backfill.

FLARED END SECTION

Flared end sections shall be pre-cast reinforced concrete flared end section with an end block cast separate as per the Illinois Department of Transportation Standard 542301 and shall be installed where shown on the PLANS. All flared end sections for storm sewers 12" in diameter and larger shall be installed with a grating per Standard 542311 and/or as detailed on the PLANS. Work shall include end block.

RIP RAP

Stone rip rap consisting of pieces of "A" quality stone 4" to 8" in diameter shall be furnished and installed in accordance with IDOT Specifications and shall be placed where shown on the plans, to a minimum thickness of 12" and a width as indicated on the plans. Broken concrete or concrete blocks will not be acceptable.

FOUNDATION, BEDDING AND HAUNCHING

Foundation, Bedding and Haunching shall be wet coarse aggregate or moist fine aggregate in accordance with the above standards and placed as shown on the detail.

UNDERDRAINS

Pipe underdrains shall be corrugated flexible plastic pipe conforming to AASHTO Designation M252 perforated corrugated polyethylene pipe (PE) with a smooth interior of the diameter indicated on the PLANS and wrapped in a soil filter fabric supplied and installed by the CONTRACTOR. Perforations may be circular or slotted, but shall provide a minimum inlet area of 1.0 square inch per 2.0 linear feet of pipe. CONTRACTOR shall submit fabric and pipe catalogue Specifications for approval by the CLIENT. CONTRACTOR shall bed and backfill the underdrain in one of the following IDOT gradations of aggregate (CA-5, CA-7, CA-11, CA-14 or CA-15).

MISCELLANEOUS

(1) All existing field drainage tile or storm sewers encountered or damaged during construction shall either be restored to their original condition, properly rerouted and/or connected to the storm sewer system.

(2) Footing drains shall be connected to sump pumps or discharged directly into storm sewers. Footing drains or drainage tile shall not be connected to the sanitary sewer.

CONNECTION FOR STORM SERVICE TO STORM MAIN

*INTENTIONALLY OMITTED

IV. ROADWAY AND PARKING LOT IMPROVEMENTS

STANDARDS

Work shall be completed in accordance with the applicable sections of the Standard Specifications for Road and Bridge Construction, Department of Transportation, State of Illinois, latest edition (hereinafter referred to collectively as the "Standard Specifications") except as modified below and except that payment will be defined as detailed in the contract documents between the CLIENT and the CONTRACTOR. Supplementing the Standard Specifications shall be the applicable sections of the latest editions of the "Supplemental Specifications and Recurring Special Provisions", the "Manual on Uniform Traffic Control Devices for Streets and Highways" and the Illinois Supplement thereto, (hereinafter referred to collectively as the "MUTCD"). Any references to "ENGINEER" in the "Standard Specifications" shall be interpreted as the CLIENT or CLIENT's Construction Representative.

SUBGRADE PREPARATION

The CONTRACTOR shall be responsible for all subgrade compaction and preparation to the lines and grades shown on the plans.

AGGREGATE BASE COURSE TYPE 'B'

Aggregate Base Course Type B shall be limited to CA-6 or CA-10 gradation. Aggregate base courses shall be proof rolled as outlined below.

PROOF ROLL

The CONTRACTOR shall proof roll the subgrade with either a 2-axle truck loaded to 27,000 lbs. Or a 3-axle truck loaded to 45,000 lbs. or as specified by the JURISDICTIONAL GOVERNING ENTITY. The CLIENT and JURISDICTIONAL GOVERNING ENTITY shall observe and approve the proof rolling of the subgrade and the base course. Proof rolling tolerances shall be a maximum deflection of 1" for the subgrade and ½" for the base course. The above criteria is intended as a maximum deflection standard and that proof rolling of a majority of the area will have less deflection than specified above. In any case of deficiency, the subgrade and/or base course shall be repaired and retested before proceeding with the pavement construction.

Pavement subgrade material shall not be removed, placed or disturbed after proof roll testing has been completed prior to the pavement construction. Additional testing will be required if the pavement subgrade is disturbed and/or material is removed from or placed on the pavement subgrade after proof rolling approval.

Trucks or heavy equipment shall not travel on any pavement subgrade after final testing prior to pavement construction.

HOT-MIX ASPHALT BASE COURSE

*INTENTIONALLY OMITTED

HOT-MIX ASPHALT BINDER AND SURFACE COURSE

HMA binder and surface courses, shall be constructed to the compacted thickness as shown on the PLANS. The base course shall be cleaned and primed in accordance with the JURISDICTIONAL GOVERNING ENTITY. The surface course shall be placed after the base and courses have gone through one winter season, or as directed by the CLIENT. Before applying the surface course, the binder course shall be thoroughly cleaned and primed in accordance with the JURISDICTIONAL GOVERNING ENTITY. Prior to the placement of the surface course, the JURISDICTIONAL GOVERNING ENTITY shall examine the completed pavement, including curb and gutter, and all failures shall be corrected by the CONTRACTOR.

CONCRETE PAVEMENTS

Concrete pavements shall be constructed in accordance with American Concrete Institute Standard ACI330R-08 and as shown on the PLANS.

Slabs and driveway aprons shall be constructed with 6" x 6" - W1.4 x W1.4 welded wire fabric positioned on steel chair supports. Placing fabric during the concrete pouring operation will not be allowed.

Sawing of joints shall commence as soon as the concrete has cured and hardened sufficiently to permit sawing without excessive raveling, but no later than eight hours after the concrete has been placed. All joints shall be sawed to a depth equal to 1/3 of the pavement thickness before uncontrolled shrinkage cracking take place. If necessary, the sawing operation shall occur during the day or at night, regardless of weekends, holidays or weather conditions. The CONTRACTOR shall be aware of jurisdictional noise ordinances and holiday restrictions for scheduling purposes.

The CONTRACTOR is responsible to guard fresh concrete until it sets and hardens sufficiently to prevent people from writing, walking, riding bicycles or otherwise permanently marking, defacing or causing depressions of any type in the concrete. Any concrete so marked will be removed and replaced by the CONTRACTOR at the CONTRACTOR's expense.

The CONTRACTOR shall protect the pavement against all traffic, including that of their own employees or other workers, until test specimens have attained the specified strength.

SIDEWALKS

Concrete sidewalks shall be constructed to width and thickness as shown on the PLANS. Sidewalks shall be thickened to a minimum of 6" at all driveways. All sidewalks shall be IDOT Class SI concrete, on aggregate base as shown on the detail. A ¾" expansion joint shall be provided when meeting existing sidewalk.

CURB AND GUTTER

Curb and gutter shall be as per the detail shown on the PLANS, which shall include compacted aggregate base course under the curb and gutter. All contraction and expansion joints shall be constructed as per the detail.

CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT

The CONTRACTOR shall saw cut and remove the existing concrete curb where shown on the PLANS and install a curb of similar cross section and pavement to that removed (or depressed curb and gutter if shown on the PLANS). Upon completion of the curb and gutter any voids between the existing pavement and the new curb shall be filled with concrete to within 2" of the final surface, which is to be filled with bituminous pavement. The area behind the curb shall be filled and compacted with embankment material within 6" of the top of the new curb. The CONTRACTOR shall then restore the remaining 6" to its original condition (i.e., sod, gravel, topsoil). Where proposed curb connects to an existing curb, the existing curb shall be saw cut and then two 18" long x ½" (#6) dowel bars shall be drilled and installed 9" into the existing and proposed curb. Bars shall be installed in a location similar to the expansion joint in the curb.

FRAME ADJUSTMENTS

The road contractor shall be responsible for making final adjustments and the setting on a bituminous mastic jointing compound all castings located in the roadway, sidewalks, and parking areas prior to construction of any curbing, sidewalk, or final surface. Any structures that need to be lowered, or raised in excess of 4" shall be completed and the work backcharged against the underground contractor. This Contractor shall also be responsible for cleaning all of the above structures immediately upon completion of his phase of work. This work shall be incidental to the cost of the pavement.

PAVEMENT MARKING - PAINT

The CONTRACTOR shall furnish and apply painted marking lines, letters & symbols of the patterns, sizes and colors where shown on the PLANS. Paint pavement marking shall be applied in accordance with the IDOT Standard Specifications.

PAVEMENT MARKING - THERMOPLASTIC

The CONTRACTOR shall furnish and apply extruded thermoplastic pavement marking lines, letters and symbols of the patterns, sizes and colors where shown on the PLANS. Thermoplastic pavement marking shall be installed in accordance with the IDOT Standard Specifications.

QUALITY CONTROL

The CONTRACTOR shall provide all testing necessary to ensure improvements are in accordance with the project specifications and provide testing documentation that specifications were met.

SHOULD A CONFLICT ARISE BETWEEN THE MANHARD SPECIFICATIONS AND THE VILLAGE SPECIFICATIONS, THE VILLAGE SPECIFICATIONS TAKE PRECEDENCE.

DRAWN BY | REVISIONS | DATE

Manhard CONSULTING
333 East Butterfield Road, Suite 600, Lombard, IL 60148 ph 630.691.8000 fax 630.691.8686 manhard.com
Civil Engineers • Water Resource Engineers • Water & Wastewater Engineers
Construction Managers • Environmental Scientists • Landscape Architects • Planners

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
CONSTRUCTION SPECIFICATIONS

PROJ. MGR.: TMM
PROJ. ASSOC.: TMM
DRAWN BY: TMM
DATE: 3/3/25
SCALE: N.T.S.

SHEET 14 OF 14

LENWDIL01

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February 26, 2025 - 20:56 Dwg Name: p:\lenwd\01\dwg\Eng\final drawings\recreation drive plan set\14 SPECS.dwg Updated By: DSchwickert

Manhard CONSULTING
CIVIL ENGINEERS • SURVEYORS • PLANNERS

FINAL STORMWATER SUMMARY

RECREATION DRIVE EXTENSION

Village of West Dundee
Kane County, Illinois

Lennar Corporation
1700 East Golf Road, Suite 1100
Schaumburg, Illinois 60173
(708) 334-7764

Prepared By:
Manhard Consulting
333 E Butterfield Road
Suite 600
Lombard, Illinois 60148
Phone: (630) 691-8500

March 3, 2025

1
- ❑ **PROJECT OVERVIEW**
  - NARRATIVE
  - AERIAL MAP
  - LOCATION MAP
  - KANE COUNTY TOPOGRAPHY MAP
  - FEMA FIRM MAP
  - NRCS SOILS MAP
  - NATIONAL WETLAND INVENTORY MAP

2
- ❑ **EXISTING CONDITIONS**
  - EXISTING DRAINAGE EXHIBIT
  - CURVE NUMBER CALCULATIONS

3
- ❑ **PROPOSED CONDITIONS**
  - PROPOSED DRAINAGE EXHIBIT
  - CURVE NUMBER CALCULATIONS

TAB 1

RECREATION DRIVE EXTENSION
FINAL STORMWATER SUMMARY

INTRODUCTION

The purpose of this report is to obtain approval of the stormwater management design for the Recreation Drive Extension, which will connect existing Recreation Drive to Harvest View Subdivision. This project is part of an IGA between the Village of West Dundee, Dundee Township Park District, and Community Unit School District 300, with Lennar as a partner. The roadway extension is on unsubdivided land, which will become public right-of-way. Generally, the roadway is being built atop an existing gravel drive that connects the Randall Oaks Recreation Center to Dundee Middle School. This project is located west of Randall Road and the Randall Oaks Recreation Center, and north of IL-72 and Harvest View Subdivision, in the Village of West Dundee, Kane County, IL. The location of the project site is shown on the Location and Aerial Exhibits included in Tab 1 of this report. The project site is in Section 19 Township 42 North, Range 8 East of the Third Principal Meridian.

EXISTING CONDITIONS

The project site is approximately 3.03 acres and consists of an existing gravel drive, and grassed areas. The Existing Conditions Drainage Exhibit is included in Tab 2 of the report and depicts the drainage patterns of the undeveloped site. There are no existing structures on-site. The site generally drains to the north-northwest, as part of the Tyler Creek Watershed. While small portions of the site drain leave the site in different areas, the site generally drains to the northwest portion of the road extension, which is assumed for calculations. Calculations for curve numbers can be found in Tab 2. Table 1 below is a summary of the existing site area.

Drainage Area	Area (acres)	CN	Tc (min)
Onsite Area	3.03	66	9

Table 1 – Existing Drainage Areas Summary

Hydrologic models of the existing conditions were not prepared due to the linear nature of the project, and both existing and proposed conditions following the same drainage pattern.

PROPOSED CONDITIONS

The proposed improvements for Recreation Drive consist of approximately 1,200 lineal feet of a new roadway, and approximately 900 lineal feet of curb and gutter installation, with a mill and overlay of existing pavement. Of the 3.03 acres of right-of-way dedication, there is only approximately 2.05 acres disturbed. Construction will include paving, storm sewer, and grading and earthwork. The Proposed Conditions Drainage Exhibit is included in Tab 3 of this report and depicts the drainage

patterns of the fully developed site. Calculations for curve numbers can be found in Tab 3. Table 2 below is a summary of the tributary area.

Drainage Area	Area (acres)	CN	Tc (min)
Onsite Area	3.03	78	8

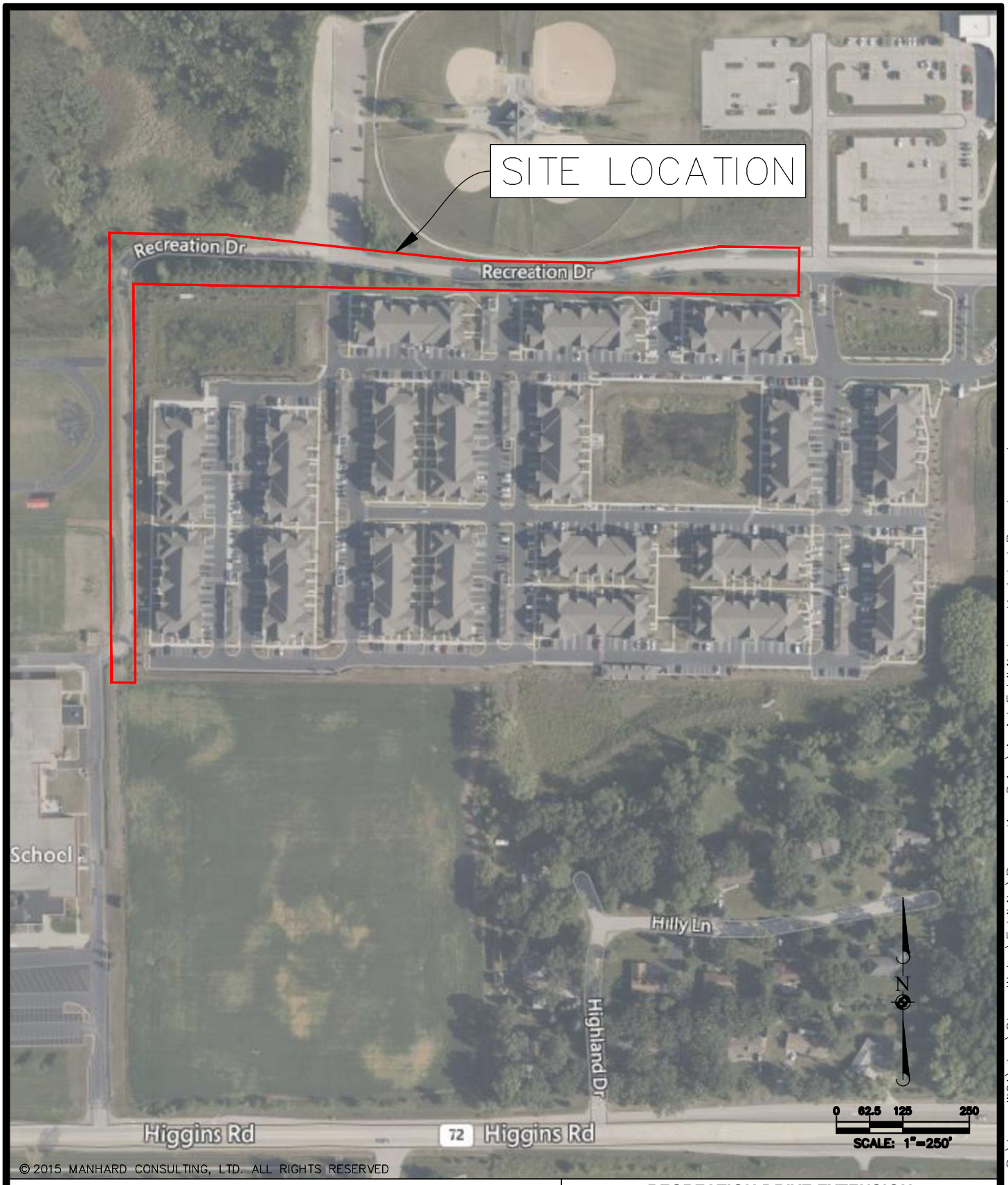
Table 2 – Existing Drainage Areas Summary

Hydrologic modeling was not included with the report for this development as detention will not be provided. A portion of the site is collected via storm sewer and drains to the existing detention pond in the Seasons development, which was anticipated during that development. The drainage of the area being milled and overlayed is not changing, and it still being directed to the west of the Randall Oaks Recreation Center. The remainder of the new roadway will be collected in a low point in the road, where it will drain into a large stone plunge pool. The plunge pool will slow the velocity of the runoff, as well as provide an area for sediment and other pollutants to collect prior to discharging downstream. The plunge pool provides approximately 336 cu. ft. of BMP storage prior to water slowly dispersing over the top.

Downstream of the discharge point is a large wetland complex with relatively flat slopes. The drainage from Recreation Drive will slowly work through the wetland complex, which is owned by the School District and Park District. It will then drain through a series of stormwater basins in the Randall Oaks Golf Course. This will act like a treatment train, where the plunge pool, wetland complex, and stormwater ponds will treat the runoff from the roadway prior to it entering any major waterways.

STORM SEWER

The proposed roadway generally follows existing grade, and as a result only has one low point in the road profile. There is a set of flow-by structures to capture some of the drainage, but otherwise there is no storm sewer in the roadway. The storm sewer ties into existing storm sewer that is within the Seasons at Randall Oaks property but is located within a public-utility easement. Additionally, the Seasons at Randall Oaks was designed anticipating 0.21 acres of drainage from Harvest View and the Recreation Drive Extension. There was no drainage in Harvest View directed to the Seasons. The placement of the storm sewer in Recreation Drive leads to approximately 0.33 acres draining to the sewer, however, since it is a flow-by structure, approximately 50% of the flow will enter the structures. This will still be a decrease from the original design. An existing culvert is being replaced at the low spot in the roadway to extend past the limits of the roadway.



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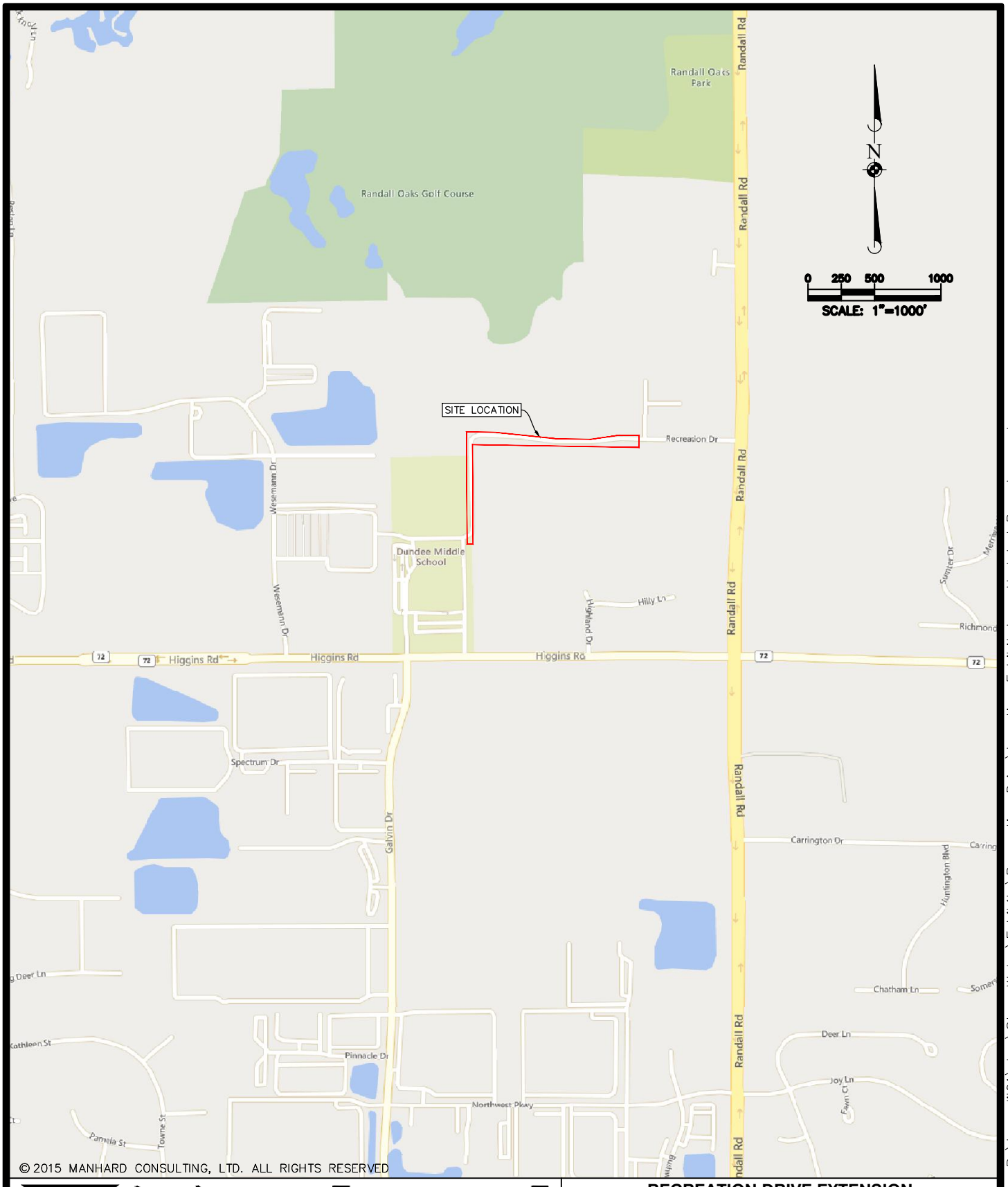
Construction Managers • Environmental Scientists • Landscape Architects • Planners

RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
AERIAL MAP

PROJ. MGR.:	DEB
DRAWN BY:	APK
DATE:	03/3/2025
SCALE:	1"=250'

SHEET
EXHIBIT A1
LEN.WDIL01

Dwg Name: P:\Lenwdil01\dwg\StormWater\Exhibits\Recreation Drive\Aerial Exhibit.dwg Updated By: akacorzyk 09:26



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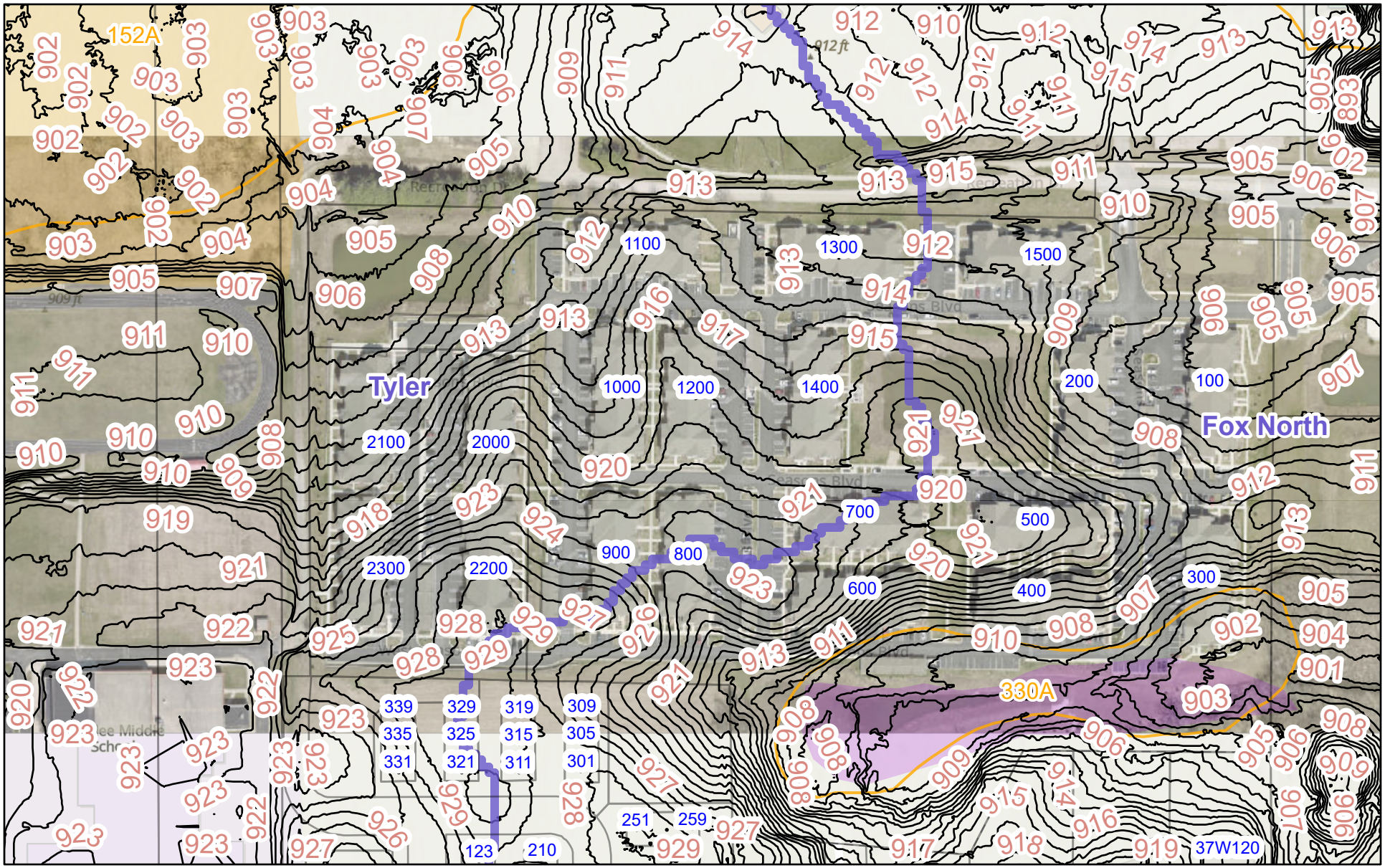
RECREATION DRIVE EXTENSION
VILLAGE OF WEST DUNDEE, ILLINOIS
LOCATION MAP

PROJ. MGR.:	DEB
DRAWN BY:	APK
DATE:	03/3/2025
SCALE:	1"=1000'

SHEET
EXHIBIT A2
LEN.WDIL01

Dwg Name: P:\Lenwdil01\dwg\StormWater\Exhibits\Recreation Drive\Location Exhibit.dwg Updated By: akacorzyk 09:26

Recreation Drive



3/2/2025

- PinLayer
- Address Points
- Kane WaterSheds - Kane.DBO.Watersheds
- Topo
- Kane Hydric - NRCS HydricSoils
- Kane ADID - ADID Wetlands
  - w
  - HFV

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA,

These layers do not represent a survey. No Accuracy is assumed for the data records, including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.

88°22'30.88"W 42°7'43.26"N

88°18'44.17"W 42°3'31.91"N

FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR DRAFT FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee See Notes *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 20.2 Cross Sections with 1% Annual Chance
- 17.5 Water Surface Elevation
- 8 Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information eXchange at 1-877-FEMA-MAP (1-877-336-2627) or visit the FEMA Flood Map Service Center website at https://msc.fema.gov. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of this map. Many of these products can be ordered or obtained directly from the website.

Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM Index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and countywide map dates, refer to the Flood Insurance Study Report for this jurisdiction.

To determine if flood insurance is available in this community, contact your Insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Basemap information shown on this FIRM was provided in digital format by the United States Geological Survey (USGS). The basemap shown is the USGS National Map: Orthoimagery. Last refreshed October, 2020.

This map was exported from FEMA's National Flood Hazard Layer (NFHL) on **12/7/2023 1:20 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time. For additional information, please see the Flood Hazard Mapping Updates Overview Fact Sheet at https://www.fema.gov/media-library/assets/documents/118418

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards. This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date.

SCALE

Map Projection:
GCS, Geodetic Reference System 1980;
Vertical Datum: NAVD88
For information about the specific vertical datum for elevation features, datum conversions, or vertical monuments used to create this map, please see the Flood Insurance Study (FIS) Report for your community at https://msc.fema.gov

N

1 inch = 1,000 feet 1:12,000

0 500 1,000 2,000 3,000 4,000 Feet

0 105 210 420 630 840 Meters

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

PANEL **155** OF **410**

Panel Contains:

COMMUNITY	NUMBER	PANEL
KANE COUNTY	170896	0155
VILLAGE OF CARPENTERSVILLE	170322	0155
CITY OF ELGIN	170087	0155
VILLAGE OF GILBERTS	170326	0155
VILLAGE OF WEST DUNDEE	170335	0155
VILLAGE OF SLEEPY HOLLOW	170331	0155

MAP NUMBER
17089C0155H
EFFECTIVE DATE
August 03, 2009

Map Scale: 1:2,240 if printed on A landscape (11" x 8.5") sheet.

N

Meters
0 30 60 120 180

Feet
0 100 200 400 600

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 16N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Kane County, Illinois
Survey Area Data: Version 18, Aug 21, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Mar 1, 2023—Sep 1, 2023

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
152A	Drummer silty clay loam, 0 to 2 percent slopes	0.1	2.7%
327C2	Fox silt loam, 4 to 6 percent slopes, eroded	0.0	1.2%
327D2	Fox loam, 6 to 12 percent slopes, eroded	0.4	13.3%
527C2	Kidami loam, 4 to 6 percent slopes, eroded	0.7	21.7%
656B	Octagon silt loam, 2 to 4 percent slopes	0.7	22.3%
697A	Wauconda silt loam, 0 t 2 percent slopes	1.2	38.8%
Totals for Area of Interest		**3.0**	**100.0%**

U.S. Fish and Wildlife Service
National Wetlands Inventory

National Wetlands Inventory Map

December 8, 2023

Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

TAB 2

EX ONSITE AREA 1
AREA = 3.03 AC.
CN = 66
TC = 9 MIN

LEGEND

- DIRECTION OF FLOW
- DIRECTION OF OVERFLOW
- RIDGE LINE
- TC FLOW PATH

N

0 25 50 100
SCALE: 1"=50'

FRED-WEST
DUNDEE
SUBDIVISION

DRAWN BY
REVISIONS
DATE

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Construction Managers | Environmental Scientists | Landscape Architects | Planners

HARVEST VIEW SUBDIVISION
WEST DUNDEE, KANE COUNTY, ILLINOIS
EXISTING CONDITIONS DRAINAGE EXHIBIT - RECREATION DRIVE

PROJ. MGR.:	####
PROJ. ASSOC.:	####
DRAWN BY:	APK
DATE:	03/3/2025
SCALE:	1"=50'

SHEET
1 OF 1
LEN.WDILO1

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PENDING APPROVAL

March 4, 2025 - 09:25 Dwg Name: P:\Lenwd\001\Dwg\StormWater\Exhibits\Recreation Drive\Existing Conditions Drainage Exhibit.dwg Updated By: atocorzyk

COMPOSITE RUNOFF CURVE NUMBER (*CN*)

PROJECT: Harvest View Subdivision - West Dundee, IL **PERMIT NUMBER:**

LOCATION: RECREATION DRIVE **DATE:** 3/3/2025

TYPE OF AREA (SELECT WITH DROP-DOWN)

___ DETAINED AREA

___ UNRESTRICTED AREA

___ UPSTREAM AREA

___ MAJOR STORMWATER SYSTEM

___ OTHER:

CONDITION (SELECT WITH DROP-DOWN)

___ PROPOSED CONDITION

■ EXISTING CONDITION

RUNOFF CURVE NUMBER

Surface Description	Hydrologic Soil Group (HSG)	CN	Area (acres)	Product (CN)(Area)
GRAVEL ROAD (GOOD)		91	0.89	80.77
OPEN SPACE (GOOD)	A	39	0.95	36.92
OPEN SPACE (GOOD)	B	61	0.58	35.32
OPEN SPACE (GOOD)	C	74	0.45	33.46
OPEN SPACE (GOOD)	D	80	0.17	13.27
		TOTALS:	3.03	199.74

COMPOSITE RUNOFF CURVE NUMBER

$$\text{Composite CN} = \frac{\text{Total Product}}{\text{Total Area}} = \frac{199.74}{3.03} \rightarrow \textbf{Composite CN} = \textbf{66}$$

TAB 3

RECREATION
DRIVE TRIB
AREA = 3.03 AC.
CN = 78
TC = 8 MIN

FRED-WEST
DUNDEE
SUBDIVISION

LEGEND

- DIRECTION OF FLOW
- DIRECTION OF OVERFLOW
- RIDGE LINE
- TC FLOW PATH

N

0 25 50 100
SCALE: 1"=50'

DRAWN BY	DATE	REVISIONS
KPC	06/19/24	REVISED PER VILLAGE REVIEW
KPC	09/03/24	REVISED PER GRADING UPDATES
KPC	03/04/24	REVISED PER VILLAGE COMMENTS

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HARVEST VIEW SUBDIVISION

WEST DUNDEE, KANE COUNTY, ILLINOIS

PROPOSED CONDITIONS DRAINAGE EXHIBIT - RECREATION DRIVE

PROJ. MGR.: DEB
PROJ. ASSOC.: KMS
DRAWN BY: APK
DATE: 03/3/2025
SCALE: 1"=50'

SHEET
1 OF 1
LEN.WDILO1

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March 4, 2025 - 09:24 Dwg Name: P:\Lenwd01\Dwgs\StormWater\Exhibits\Recreation Drive\Proposed Conditions Drainage Exhibit.dwg Updated By: aluczyk

COMPOSITE RUNOFF CURVE NUMBER (*CN*)

PROJECT: Harvest View Subdivision - West Dundee, IL **PERMIT NUMBER:**

LOCATION: RECREATION DRIVE **DATE:** 3/3/2025

TYPE OF AREA (SELECT WITH DROP-DOWN)

___ DETAINED AREA ___ MAJOR STORMWATER SYSTEM

___ UNRESTRICTED AREA ___ OTHER:

___ UPSTREAM AREA

CONDITION (SELECT WITH DROP-DOWN)

■ PROPOSED CONDITION ___ EXISTING CONDITION

RUNOFF CURVE NUMBER

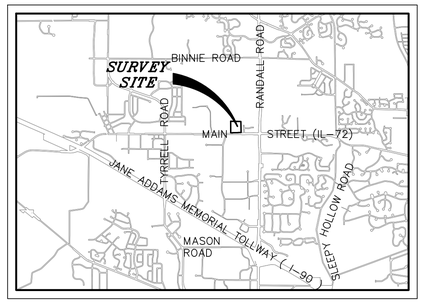
Surface Description	Hydrologic Soil Group (HSG)	CN	Area (acres)	Product (CN)(Area)
IMPERVIOUS AREA		98	1.38	135.44
OPEN SPACE (GOOD)	B	61	1.65	100.44
TOTALS:			3.03	235.88

COMPOSITE RUNOFF CURVE NUMBER

$$\text{Composite CN} = \frac{\text{Total Product}}{\text{Total Area}} = \frac{235.88}{3.03} \rightarrow \textbf{Composite CN} = \textbf{78}$$

PLAT OF DEDICATION
TO
THE VILLAGE OF WEST DUNDEE
KANE COUNTY, ILLINOIS

PART OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 42 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN KANE COUNTY, ILLINOIS.



LOCATION MAP
NOT TO SCALE

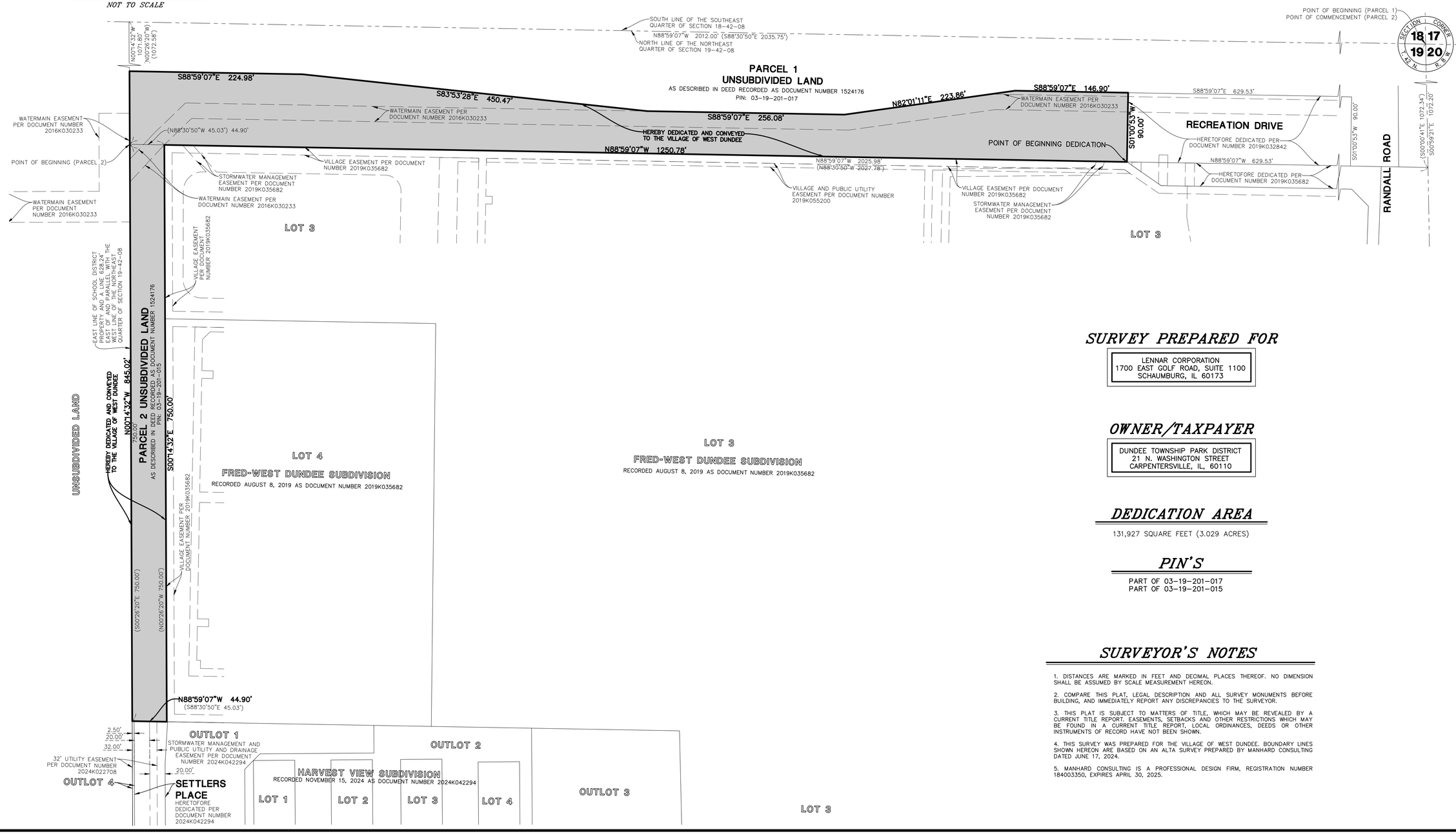
GRAPHIC SCALE
60 0 30 60 120 240
(IN FEET)
1 inch = 60 ft.

BASIS OF BEARINGS

BEARINGS ARE BASED UPON THE FINAL PLAT OF FRED-WEST DUNDEE SUBDIVISION RECORDED AUGUST 8, 2019 AS DOCUMENT NUMBER 2019K035682

SUBMITTED BY/RETURN TO:

VILLAGE OF WEST DUNDEE
102 S SECOND STREET
WEST DUNDEE, IL 60118



SURVEY PREPARED FOR

LENNAR CORPORATION
1700 EAST GOLF ROAD, SUITE 1100
SCHAUMBURG, IL 60173

OWNER/TAXPAYER

DUNDEE TOWNSHIP PARK DISTRICT
21 N. WASHINGTON STREET
CARPENTERSVILLE, IL, 60110

DEDICATION AREA

131,927 SQUARE FEET (3.029 ACRES)

PIN'S

PART OF 03-19-201-017
PART OF 03-19-201-015

SURVEYOR'S NOTES

1. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON.

2. COMPARE THIS PLAT, LEGAL DESCRIPTION AND ALL SURVEY MONUMENTS BEFORE BUILDING, AND IMMEDIATELY REPORT ANY DISCREPANCIES TO THE SURVEYOR.

3. THIS PLAT IS SUBJECT TO MATTERS OF TITLE, WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT. EASEMENTS, SETBACKS AND OTHER RESTRICTIONS WHICH MAY BE FOUND IN A CURRENT TITLE REPORT, LOCAL ORDINANCES, DEEDS OR OTHER INSTRUMENTS OF RECORD HAVE NOT BEEN SHOWN.

4. THIS SURVEY WAS PREPARED FOR THE VILLAGE OF WEST DUNDEE. BOUNDARY LINES SHOWN HEREON ARE BASED ON AN ALTA SURVEY PREPARED BY MANHARD CONSULTING DATED JUNE 17, 2024.

5. MANHARD CONSULTING IS A PROFESSIONAL DESIGN FIRM, REGISTRATION NUMBER 184003350, EXPIRES APRIL 30, 2025.

DRAWN BY | REVISIONS | DATE

Manhard CONSULTING
333 East Butterfield Road, Suite 600, Lombard, IL 60148 ph 630.691.8200 manhard.com
Civil Engineers • Surveyors • Water Resource Engineers • Water & Wastewater Engineers
Construction Managers • Environmental Scientists • Landscape Architects • Planners

RECREATION DRIVE
WEST DUNDEE, ILLINOIS
PLAT OF DEDICATION

PROJ. MGR.: ARM
PROJ. ASSOC.: AAS
DRAWN BY: AAS
DATE: 03/03/25
SCALE: 1"=60'

SHEET
1 OF 2
LENWDIL01

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March 3, 2025 - 15:51 Dwg Name: P:\Lenwd\01\dwg\Surv\Final Drawings\Plat of Dedication\01-03-LENWD101 PD-RECREATION DRIVE.dwg Updated By: AMarty

PLAT OF DEDICATION
TO
THE VILLAGE OF WEST DUNDEE
KANE COUNTY, ILLINOIS

PART OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 42 NORTH,
RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN KANE COUNTY, ILLINOIS.

OWNER'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

THIS IS TO CERTIFY THAT DUNDEE TOWNSHIP PARK DISTRICT, A MUNICIPAL CORPORATION, AS FEE OWNER OF THE UNDERLYING PROPERTY SHOWN HEREON, DOES HEREBY GRANT, CONVEY AND WARRANTEE THE PROPERTY DESCRIBED HEREIN TO THE VILLAGE OF WEST DUNDEE, KANE COUNTY, ILLINOIS.

DATED THIS _____ DAY OF _____, A.D., 2025.

DUNDEE TOWNSHIP PARK DISTRICT
21 N. WASHINGTON STREET
CARPENTERSVILLE, IL 60110

_____
SIGNATURE

_____
PRINTED NAME AND TITLE

NOTARY PUBLIC

STATE OF _____)
) SS
COUNTY OF _____)

I, _____, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE

AFORESAID, DO HEREBY CERTIFY THAT _____ WHO IS PERSONALLY KNOWN TO ME TO BE THE SAME WHOSE NAME IS SUBSCRIBED TO THE FOREGOING CERTIFICATE, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY DID SIGN AND DELIVER THIS ANNEXED PLAT AS A FREE AND VOLUNTARY ACT FOR THE PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTORIAL SEAL THIS _____ DAY OF _____, A.D., 20__.

_____
NOTARY PUBLIC

VILLAGE BOARD CERTIFICATION

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

APPROVED AND ACCEPTED BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF WEST DUNDEE, ILLINOIS.

THIS ___ DAY OF _____, A.D., 2025.

_____
PRESIDENT OF VILLAGE BOARD OF TRUSTEES

_____
VILLAGE CLERK

VILLAGE ENGINEER CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

THIS IS TO CERTIFY THAT I, _____, VILLAGE ENGINEER FOR THE VILLAGE OF WEST DUNDEE, ILLINOIS, HAVE REVIEWED AND APPROVED THIS PLAT.

DATED THIS _____ DAY OF _____, A.D.,2025.

_____
VILLAGE ENGINEER

GRANTOR'S LEGAL DESCRIPTION

PARCEL 1:

THAT PART OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 42 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID NORTHEAST QUARTER; THENCE SOUTH 0 DEGREES 00 MINUTES 41 SECONDS EAST ALONG THE EAST LINE THEREOF 1072.34 FEET; THENCE NORTH 88 DEGREES 30 MINUTES 50 SECONDS WEST AND PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST QUARTER 2027.78 FEET TO THE EASTERLY LINE OF THE SCHOOL DISTRICT #300 PROPERTY; THENCE NORTH 0 DEGREES 26 MINUTES 20 SECONDS WEST ALONG SAID EASTERLY LINE AND PARALLEL WITH THE WEST LINE OF SAID NORTHEAST QUARTER; THENCE SOUTH 88 DEGREES 30 MINUTES 50 SECONDS EAST ALONG SAID NORTH LINE 2035.75 FEET TO THE PLACE OF BEGINNING, CONTAINING 50.00 ACRES MORE OR LESS IN DUNDEE TOWNSHIP, KANE COUNTY, ILLINOIS.

PARCEL 2:

THAT PART OF THE NORTHEAST 1/4 OF SECTION 19, TOWNSHIP 42 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHEAST 1/4; THENCE SOUTH 00 DEGREES 00 MINUTES 41 SECONDS EAST, ALONG THE EAST LINE OF SAID NORTHEAST 1/4, THEREOF 1072.34 FEET; THENCE NORTH 88 DEGREES 30 MINUTES 50 SECONDS WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST 1/4, 2027.73 FEET TO THE EASTERLY LINE OF SCHOOL DISTRICT 300 PROPERTY FOR THE POINT OF BEGINNING; THENCE SOUTH 00 DEGREES 26 MINUTES 20 SECONDS EAST, ALONG THE EASTERLY LINE OF SAID SCHOOL DISTRICT 300 PROPERTY, 750.00 FEET; THENCE SOUTH 88 DEGREES 30 MINUTES 50 SECONDS EAST, 45.03 FEET; THENCE NORTH 00 DEGREES 26 MINUTES 20 SECONDS WEST, PARALLEL WITH THE EASTERLY LINE OF SAID SCHOOL DISTRICT 300 PROPERTY, 750.00 FEET; THENCE NORTH 88 DEGREES 30 MINUTES 50 SECONDS WEST, 45.03 FEET TO THE POINT OF BEGINNING, IN KANE COUNTY, ILLINOIS.

DEDICATION LEGAL DESCRIPTION

THAT PART OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 42 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN KANE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE WEST LINE OF THAT LAND DEDICATED TO THE VILLAGE OF WEST DUNDEE PER DOCUMENT NUMBER 2019L032842 AND THE NORTH LINE OF FRED–WEST DUNDEE SUBDIVISION RECORDED AS DOCUMENT NUMBER 2019K035682; THENCE NORTH 88 DEGREES 59 MINUTES 07 SECONDS WEST, ALONG SAID NORTH LINE, A DISTANCE OF 1250.78 FEET TO THE WEST LINE OF SAID FRED–WEST DUNDEE SUBDIVISION; THENCE SOUTH 00 DEGREES 14 MINUTES 32 SECONDS EAST, ALONG SAID WEST LINE, A DISTANCE OF 750.00 FEET TO A POINT ON THE NORTH RIGHT–OF–WAY LINE OF SETTLERS PLACE AS DEDICATED BY DOCUMENT NUMBER 2024K042294; THENCE NORTH 88 DEGREES 59 MINUTES 07 SECONDS WEST, ALONG SAID NORTH RIGHT–OF–WAY LINE AND THE NORTH LINE OF OUTLOT 4 IN HARVEST VIEW SUBDIVISION RECORDED AS DOCUMENT NUMBER 2024K042294, A DISTANCE OF 44.90 FEET TO THE EAST LINE OF SCHOOL DISTRICT 300 PROPERTY BEING ALSO A LINE 628.24 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 19 (AS MEASURED ALONG THE NORTH LINE THEREOF); THENCE NORTH 00 DEGREES 14 MINUTES 32 SECONDS WEST, ALONG SAID EAST LINE, A DISTANCE OF 845.02 FEET; THENCE SOUTH 88 DEGREES 59 MINUTES 07 SECONDS EAST, A DISTANCE OF 224.98 FEET; THENCE SOUTH 83 DEGREES 53 MINUTES 28 SECONDS EAST, A DISTANCE OF 450.47 FEET; THENCE SOUTH 88 DEGREES 59 MINUTES 07 SECONDS EAST, A DISTANCE OF 256.08 FEET; THENCE NORTH 82 DEGREES 01 MINUTES 11 SECONDS EAST, A DISTANCE OF 223.86 FEET; THENCE SOUTH 88 DEGREES 59 MINUTES 07 SECONDS EAST, A DISTANCE OF 146.90 FEET TO THE NORTHEAST CORNER OF THAT LAND DEDICATED TO THE VILLAGE OF WEST DUNDEE PER DOCUMENT NUMBER 2019L032842; THENCE SOUTH 01 DEGREES 00 MINUTES 53 SECONDS WEST, ALONG THE WEST LINE OF SAID DEDICATED LAND, A DISTANCE OF 90.00 FEET TO THE POINT OF BEGINNING.

PERMISSION TO RECORD

STATE OF ILLINOIS)
)SS
COUNTY OF _____)

I, ADAM R. MERRY, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HEREBY GRANT PERMISSION TO THE VILLAGE OF WEST DUNDEE OR REPRESENTATIVE OF THE VILLAGE TO RECORD THIS PLAT ON OR BEFORE JUNE 30, 2025. THE REPRESENTATIVE SHALL PROVIDE THIS SURVEYOR WITH A RECORDED COPY OF THIS PLAT.

DATED THIS _____ DAY OF _____, A.D. 2025.

FOR REVIEW ONLY
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 4074
LICENSE EXPIRES NOVEMBER 30, 2026

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

THIS IS TO CERTIFY THAT WE, MANHARD CONSULTING, HAVE SURVEYED AND PLATTED THE ABOVE DESCRIBED PROPERTY FOR THE PURPOSE OF DEDICATING CERTAIN ROADWAYS AS SHOWN HEREON, AND THAT THE PLAT DRAWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF SAID PROPERTY.

GIVEN UNDER MY HAND AND SEAL THIS __TH DAY OF _____, A.D., 2025.

FOR REVIEW ONLY
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 4074
LICENSE EXPIRES: NOVEMBER 30, 2026

DESIGN FIRM PROFESSIONAL LICENSE NO. 184003350
LICENSE EXPIRES APRIL 30, 2025

DRAWN BY | REVISIONS | DATE

Manhard CONSULTING
333 East Butterfield Road, Suite 600, Lombard, IL 60148 ph:(630)691-8200 fax:(630)691-8686 manhard.com
Civil Engineers • Water Resource Engineers • Surveyors • Water & Wastewater Engineers
Construction Managers • Environmental Scientists • Landscape Architects • Planners

RECREATION DRIVE
WEST DUNDEE, ILLINOIS
PLAT OF DEDICATION

PROJ. MGR.: ARM
PROJ. ASSOC.: AAS
DRAWN BY: AAS
DATE: 03/03/25
SCALE: N/A

SHEET
2 OF 2
LENWDIL01

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March 3, 2025 - 15:51 Dwg Name: P:\Lenwd\001\dwg\Surv\Final Drawings\Plat of Dedication\01-02-LENWD01 PD-RECREATION DRIVE.dwg Updated By: AMerry

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 22, 2025**

TO: Board of Education

FROM: Dr. Martina Smith
Superintendent

Presented at the following Board Meetings	
Board Operations Committee	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/22/2025
BOE 2nd Reading	

SUBJECT: **Review and approval of Illinois Vision 2030**

Background

Illinois Vision 2030 is a recently introduced strategic blueprint aimed at enhancing K-12 public education in Illinois. It was developed by eight statewide education associations:

- Illinois Association of School Administrators (IASA)
- Illinois Association of School Boards (IASB)
- Illinois Principals Association (IPA)
- Illinois Association of School Business Officials (Illinois ASBO)
- Illinois Association of Regional School Superintendents (IARSS)
- Illinois Alliance of Administrators of Special Education (IAASE)
- Association of Illinois Rural and Small Schools (AIRSS)
- Superintendent's Commission for the Study of Demographics and Diversity (SCSDD)

The core goals of Illinois Vision 2030 are built upon three foundational pillars:

1. **Future-Focused Learning:** This pillar emphasizes reshaping schools and classrooms to prepare students for the evolving world and economy. It includes:
    - Promoting future-driven skills that allow for more college and career exploration.
    - Enhancing student safety and well-being.
    - Attracting and retaining high-quality educators.
    - Promoting curriculum and instructional flexibility to meet the unique needs of local communities.
2. **Shared Accountability:** This focuses on moving beyond traditional standardized tests to create a fairer and more effective way to measure student success. This includes:
    - Reform the Illinois assessment system to be a timely and useful measure of student proficiency and growth over time.
    - Reform the current accountability system to provide local flexibility for identifying indicators that create a more holistic view of student success

3. **Predictable Funding:** This pillar calls for long-term, sustainable funding for public education to ensure excellent resources and learning opportunities for students. This includes:
    - Protecting the integrity and funding of the evidence-based funding formula.
    - Strengthening public education through pension reforms.
    - Establishing equitable statewide funding sources for capital and safety needs.
    - Enhancing financial flexibility for all school districts.

In essence, Illinois Vision 2030 is a roadmap for policy, legislative, and fiscal changes intended to create a more supportive, equitable, and future-oriented public education system in Illinois. It seeks to engage parents, educators, policymakers, and the wider community to achieve these goals.

Administrative Recommendation

It is recommended to adopt the resolution in support of Illinois Vision 2030, as presented.

Fiscal Impact

None

RESOLUTION IN SUPPORT OF ILLINOIS VISION 2030

Be It Resolved by the Board of Education (the "Board") of Community Unit School District 300 (the "District"), Kane, McHenry, Cook, and DeKalb Counties, Illinois as follows:

WHEREAS, public education plays a defining role in ensuring equal opportunity for children in Illinois and throughout the United States; and

WHEREAS, it is our collective duty to ensure that every student, regardless of demographic or geographic identity, has equal access to a quality, public education; and

WHEREAS, we believe that strides need to be proactively made to face challenges and continually improve our public education system; and

WHEREAS, there have been three areas of prioritization identified as integral in improving our public education system: Future-Focused Learning, Shared Accountability, and Predictable Funding; and

WHEREAS, Future-Focused Learning should address: promoting future-driven skills that allow for more college and career exploration; enhancing student safety and well-being; attracting and retaining a high-quality educator pipeline; and promoting curriculum and instructional flexibility to meet the unique needs of local communities; and

WHEREAS, Shared Accountability should address: reforming the Illinois assessment system to be a timely and useful measure of student proficiency and growth over time; reforming the current accountability system to provide local flexibility for identifying indicators that create a more holistic view of student success; and reforming the mandate process to ensure implementation procedures that promote flexibility and local decision making; and

WHEREAS, Predictable Funding should address: protecting the integrity and funding of the evidence-based funding formula; strengthening public education through pension reforms; and establishing equitable funding sources for Capital and safety needs; and

WHEREAS, it is imperative that any education improvement proposal for comprehensive change must be developed and supported by not only the education community, but in collaboration with families, communities, businesses, and others whose priorities reflect the best interests of the students;

NOW, THEREFORE, BE IT RESOLVED that the Community Unit School District 300 Board of Education joins with the Illinois Association of School Administrators (IASA) , Illinois Association of School Boards (IASB), Illinois Principals' Association (IPA), Illinois Association of School Business Officials (IASBO), Illinois Association of Regional Superintendents of Schools (IARSS), Superintendents' Commission for the Study of Demographics and Diversity (SCSDD), Illinois Alliance of Special Education Administrators (IAASE), and the Association of Illinois Rural and Small Schools (AIRSS) in supporting the Vision 2030 education improvement policy; and

BE IT FURTHER RESOLVED that the Community Unit School District 300 Board of Education urges the Illinois General Assembly to approve the necessary legislative changes to implement the recommendations under the three pillars of education improvement as contained in the Vision 2030 policy.

ADOPTED this 22nd day of April, 2025, by a roll call vote as follows:

YES: _____

NO: _____

ABSENT: _____

_____

President, Board of Education

Attest:

_____

Secretary, Board of Education