



DECATUR PUBLIC SCHOOL DISTRICT #61  
BOARD OF EDUCATION  
AGENDA

Regular Meeting  
Keil Administration Building  
1<sup>st</sup> Floor Board Room  
1<sup>st</sup> Floor Board Room

August 20, 2019  
4:00 PM Open Session  
Closed Session Immediately Following  
6:30 PM Open Session Continuing

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Legend: AI = Action Item      DI = Discussion Item      IO = Information Only

**Strategic Plan Mission:**

*The mission of Decatur Public Schools, the destination district of our community, is to unlock students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:*

- *commitment to the whole person resulting in student growth and confidence*
- *relevant, innovative, personalized academic pathways that promote passion and pride*
- *a learning environment that fosters curiosity and the thirst for achievement and discovery*
- *a culture of diversity, adaptability, and resilience*
- *meaningful and lasting relationships*
- *extraordinary school and community connections*

**The Board of Education Parameters that Guide Our Work:**

- We will make decisions in the best interest of all students.
- We will treat all people with dignity and respect.
- We will seek input and collaboration throughout our diverse community.
- We will practice responsible stewardship of all our resources.

**IO 1.0 CALL TO ORDER – CALL FOR EXECUTIVE SESSION**

The Board of Education will meet in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real (estate) property for the use of the public body, and discussion of collective negotiating matters between the Board and representatives of its employees.

Roll Call

**AI 2.0 PLEDGE OF ALLEGIANCE**

**IO 3.0 SWEARING IN OF STUDENT AMBASSADORS**

**AI 4.0 APPROVAL OF AGENDA, AUGUST 20, 2019**

**IO 5.0 PUBLIC PARTICIPATION**

- Identify oneself and be brief.
- Comments should be limited to 3 minutes.

**DI 6.0 BOARD AND/OR OTHER COMMITTEE REPORTS**

- Discipline Action
- Schedule B
- Finance
- DPS Foundation
- Policies
- Human Resources
- Naming
- Joint – City, DPS 61 and Park District

**BOARD DISCUSSION**

**IO 7.0 SUPERINTENDENT’S REPORT**

- A. K-12 Assessment Update
- B. Summer Programs Update

**AI 8.0 ROLL CALL ACTION ITEMS**

- A. Personnel Action Items
- B. Award Furnishings for Stephen Decatur Middle School (Fund 60)
  - Bids A and B
- C. Bid Results for Roofing Project
- D. Resolution to Adopt FY20 Annual Budget for Macon Piatt Special Education District

**AI 9.0 CONSENT ITEMS**

- A. Minutes: Open/Closed Meetings August 06, 2019
- B. Financial Conditions Report
- C. Treasurer’s Report
- D. Job Description: Chief Communications Officer
- E. Approval of Updates to School Board Policies

**IO 10.0 IMPORTANT DATES**

**August** 26 High School Open Houses  
– 5:00 PM to 7:00 PM

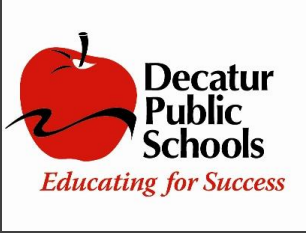
**Please contact your home school for additional Open House information**

**September** 02 Labor Day Holiday  
– **NO SCHOOL** and District Offices are Closed  
**15 Immunizations and Physicals Due**

**NEXT MEETING**

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, September 10, 2019 in the 1<sup>st</sup> Floor Board Room at the Keil Administration Building.

**11.0 ADJOURNMENT**



# K-12 Assessment Update Decatur Public Schools District 61

Jeff Dase

Assistant Superintendent of Teaching & Learning  
Board of Education Meeting, August 20, 2019

# Strategic Plan Alignment

Data points align with Strategic Strategy 2 as it relates to ***student-focused environment (i.e. differentiated instruction) that expands learning beyond the traditional expectations*** (i.e. whole group instruction) to engage students. As individual students' needs are addressed, the student will increase academically, and the district's student achievement will increase.

Data points align with Strategic Strategy 3 as it relates to Alternative Education Program enrollment to showcase the inequalities associated with Alternative Education Program enrollment and post-break enrollment (i.e. 7<sup>th</sup> and 9<sup>th</sup> grade transition). The data shows we need ***to ensure physical, social/ emotional, and mental health needs are addressed to allow all students the opportunity to reach their full potential***, whether at a regular DPS school site or Alternative Education Program site.



Current  
&  
Overtime

DPS61  
Student Achievement Data

**NSGRA**

# Next Steps to Guided Reading Assessment

## NSGRA District-Wide Spring Data

	2016-17	2017-18	2018-19	2019-20
<b>K</b>	52.9%	50.9%	53.5% [SP-55%]	
<b>1</b>	47.0%	45.1%	50.2% [SP-59%]	
<b>2</b>	52.5%	55.7%	57.3% [SP-60%]	
<b>3</b>	39.4%	50.4%	52.2% [SP-53%]	
<b>4</b>	44.8%	46.8%	53.2% [SP-52%]	
<b>5</b>	38.5%	49.9%	58.2% [SP-55%]	
<b>6 – Not all 6<sup>th</sup> included</b>	N/A	N/A	66.2% [SP-NA]	
<b>All</b>	45.85%	49.8%	55.83% [SP-NA]	

NSGRA determines students' reading level and target instructional next steps

## GUIDED READING BENCHMARKS BY GRADE

The levels shown in the chart below reflect instructional-level benchmarks.

	August	September	October	November	December	January	February	March	April	May	June	July
<b>K</b>	A	A	A	A	B	B	C	C	C/D	C/D	C/D	C/D
<b>1</b>	C/D	C/D	D/E	D/E	E/F	F/G	G/H	H	H/I	I/J	I/J	I/J
<b>2</b>	I/J	I/J	J/K	J/K	K/L	K/L	L/M	L/M	M	M/N	M/N	M/N
<b>3</b>	M	M	M/N	M/N	N/O	N/O	O/P	O/P	P	P/Q	P/Q	P/Q
<b>4</b>	P	P	P/Q	P/Q	Q/R	Q/R	R/S	R/S	S	S/T	S/T	S/T
<b>5</b>	S	S	S/T	S/T	T/U	T/U	U/V	U/V	V	V/W	V/W	V/W
<b>6</b>	V/W	V/W	V/W	V/W	W/X	W/X	W/X	W/X	W/X	X/Y	X/Y	X/Y
<b>7</b>	X/Y	X/Y	X/Y	X/Y	Y/Z	Y/Z	Y/Z	Y/Z	Y/Z	Z	Z	Z
<b>8</b>	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z

# 2018-2019 Reading Levels K-6

<b>Grade</b>	<b>Fall On Grade Level Percentage</b>	<b>Winter On Grade Level Percentage</b>	<b>Spring On Grade Level Percentage</b>
<b>K</b>	12.4%	33.6%	53.3%
<b>1</b>	39.4%	49.3%	50.2%
<b>2</b>	42.6%	49.1%	57.3%
<b>3</b>	50.8%	56.5%	52.2%
<b>4</b>	48.3%	54.7%	53.2%
<b>5</b>	54.5%	58.8%	58.2%
<b>6</b>	51.5%	55.6%	66.2%

# Look at the Movement...

<b>Fall 2018</b>		
	<b># of Students On Grade Level</b>	<b># of Students Not on Grade Level</b>
Kinder	85	598
1st	252	373
2nd	275	371
3rd	326	316
4th	294	315
5th	320	267
6th	258	243

<b>Spring 2019</b>		
	<b># of Students On Grade Level</b>	<b># of Students Not on Grade Level</b>
Kinder	351	308
1st	318	316
2nd	367	274
3rd	331	303
4th	329	290
5th	335	241
6th	339	173

FastBridge

# Nationally Normed Progress Monitoring Assessment

## FastBridge earlyReading – District-Wide

	2018-19	2019-20
<b>K</b>	24.54% [SP-NA]	
<b>1</b>	25.44% [SP-NA]	
<b>All</b>	24.99% [SP-NA]	

## FastBridge earlyMath – District-Wide

	2018-19	2019-20
<b>K</b>	37.67% [SP-NA]	
<b>1</b>	33.28% [SP-NA]	
<b>All</b>	35.48% [SP-NA]	



## FastBridge aReading – District-Wide

	2018-19	2019-20
<b>2</b>	34.62% [SP-NA]	
<b>3</b>	36.92% [SP-NA]	
<b>4</b>	30.32% [SP-NA]	
<b>5</b>	30.19% [SP-NA]	
<b>6</b>	34.29% [SP-NA]	
<b>7</b>	38.74% [SP-NA]	
<b>8</b>	45.89% [SP-NA]	
<b>All</b>	35.85% [SP-NA]	

## FastBridge aMath – District-Wide

	2018-19	2019-20
<b>2</b>	34.82% [SP-NA]	
<b>3</b>	15.75% [SP-NA]	
<b>4</b>	13.92% [SP-NA]	
<b>5</b>	11.15% [SP-NA]	
<b>6</b>	13.24% [SP-NA]	
<b>7</b>	20.66% [SP-NA]	
<b>8</b>	25.15% [SP-NA]	
<b>All</b>	19.24% [SP-NA]	

# Pre-Kindergarten

## (Dennis, Enterprise, Garfield Combined)

Pre-K Measures: Concepts of Print, Onset Sounds, Letter Names, and Letter Sounds

Pre-K Measures: Numeral Identification, Match Quantity, and Number Sequence

<b>earlyReading</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>PreK</b>	31.06	33.80	36.43	35.0

<b>earlyMath</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>PreK</b>	27.29	31.47	37.02	28.00

# Early Reading

Kindergarten Measures: Concepts of Print, Onset Sounds, Letter Names, and Letter Sounds  
1st Grade Measures: Word Segmenting, Nonsense Words, Sight Words, Sentence Reading

earlyReading				
	Fall District	Winter District	Spring District	Spring Benchmark
Kindergarten	32.26	44.95	57.63	65.0
1st Grade	31.05	49.48	51.69	68.0

# Early Math

Kindergarten Measures:

Numeral Identification, Match Quantity, Number Sequence and Decomposing

1st Grade Measures:

Numeral Identification, Decomposing, Number Sequence and Place Value

<b>earlyMath</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>Kindergarten</b>	32.34	49.50	61.38	70.0
<b>1st Grade</b>	27.35	43.20	51.43	64.0

# CBM (Curriculum Based Measurement) Reading

Measures: Fluency 1 minute timed assessment- words correct per minute

<b>CBM Reading</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>1st Grade</b>	N/A	32.18	49.64	71
<b>2nd Grade</b>	44.75	65.91	79.05	106
<b>3rd Grade</b>	75.27	93.84	106.46	131

# aReading

Computer based assessment that measures a variety of skills including concepts of print, phonemic awareness, phonics, comprehension, and vocabulary

<b>aReading</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>2nd Grade</b>	450.43	466.33	474.35	489
<b>3rd Grade</b>	474.86	484.58	489.73	503
<b>4th Grade</b>	489.74	496.92	499.64	513
<b>5th Grade</b>	498.47	505.79	507.78	522
<b>6th Grade</b>	508.58	513.84	515.46	527
<b>7th Grade</b>	514.69	518.77	520.41	531
<b>8th Grade</b>	524.01	528.48	528.56	536

# aMath

Computer based assessment that measures a variety of skills including counting and cardinality, operations and algebraic thinking, number and operations in base ten, numbers and operations, measurement and data, and geometry

<b>aMath</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>2nd Grade</b>	191.91	196.89	199.04	203
<b>3rd Grade</b>	198.51	200.88	202.71	212
<b>4th Grade</b>	202.93	204.91	206.98	217
<b>5th Grade</b>	206.73	208.43	210.27	223
<b>6th Grade</b>	209.87	211.63	212.64	223
<b>7th Grade</b>	211.93	213.51	214.00	223
<b>8th Grade</b>	216.12	217.48	218.00	225



# Math Automaticity

**Measures:** Accuracy and speed in completing 'math facts' using the basic number operations of addition, subtraction, multiplication, and division

<b>CBMmath Automaticity</b>				
	<b>Fall District</b>	<b>Winter District</b>	<b>Spring District</b>	<b>Spring Benchmark</b>
<b>2nd Grade</b>	12.72	22.65	29.67	35.00
<b>3rd Grade</b>	10.17	19.79	27.10	30.00
<b>4th Grade</b>	20.37	31.09	37.87	N/A
<b>5th Grade</b>	36.28	44.79	53.01	N/A
<b>6th Grade</b>	46.63	55.40	62.80	N/A
<b>7th Grade</b>	57.79	66.14	69.24	N/A
<b>8th Grade</b>	68.18	75.95	81.47	N/A

IAR

# Illinois Assessment of Readiness

## ELA - PARCC/IAR District-Wide Data

	2016-17	2017-18	2018-19	2019-20
<b>3</b>	14.0%	9.0%	9.7% [SP-12%]	
<b>4</b>	16.0%	13.0%	13.7% [SP-18%]	
<b>5</b>	13.0%	10.0%	10.0% [SP-15%]	
<b>6</b>	15.0%	12.0%	12.2% [SP-18%]	
<b>7</b>	14.0%	14.0%	14.7% [SP-20%]	
<b>8</b>	17.0%	13.0%	13.1% [SP-20%]	
<b>All</b>	15.0%	12.0%	12.2% [SP-NA]	

# Math - PARCC/IAR District-Wide Data

	2016-17	2017-18	2018-19	2019-20
3	10.0%	9.0%	9.0% [SP-12%]	
4	6.0%	8.0%	10.0% [SP-12%]	
5	6.0%	5.0%	5.5% [SP-7%]	
6	6.0%	6.0%	5.8% [SP-9%]	
7	4.0%	8.0%	8.1% [SP-10%]	
8	11.0%	6.0%	6.7% [SP-10%]	
All	8.0%	7.0%	7.5% [SP-NA]	

## DPS High School Data

- 9<sup>th</sup> Grade On-Track
- College Board Suite of Assessments – PSAT & SAT
- Advanced Placement (AP)
- Graduation Rate

# 9th Grade On-Track

Students identified as “On-Track” have earned at least five full-year course credits (10 semester credits) and have earned no more than one semester “F” in a core course (English, math, science, or social science)

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>District</b>	69.12 [SP-NA]	68.25	69.72	62.57	59.66

2018-19 results are preliminary and will not be finalized by the state until October.

# District PSAT & SAT

	PSAT 9			PSAT 10			SAT		
	EBRW	Math	Met Both	EBRW	Math	Met Both	EBRW	Math	Met Both
2017-18	29%	22%	17%	38%	20%	17%	37%	21%	19%
2018-19	29% [SP-NA]	14% [SP-NA]	12% [SP-NA]	27% [SP-NA]	11% [SP-NA]	10% [SP-NA]	28% [SP-NA]	14% [SP-NA]	12% [SP-NA]
2019-20									

## 9<sup>th</sup> Grade Benchmarks -

- Evidence-Based Reading and Writing (EBRW): **410**
- Math: **450**
- Total: **860**

(Not all 9<sup>th</sup> graders were tested in 2017-18)

## 10<sup>th</sup> Grade Benchmarks –

- Evidence-Based Reading and Writing (EBRW): **430**
- Math: **480**
- Total: **910**

(Not all 10<sup>th</sup> graders were tested in 2017-18)

## 11<sup>th</sup> Grade Benchmarks

- Evidence-Based Reading and Writing (EBRW): **460**
- Math: **510**
- Total: **970**

# PSAT 8/9 Comparison

PSAT 8/9 Average Score	2018	2019
District	755	741
State	881	894

PSAT 8/9 Students Tested	2018	2019
District	553	554

PSAT 8/9 – 9 <sup>th</sup> Grade Benchmarks					
120-720 Point Scale	Red	Yellow	Green	2018	2019
Evidence Based Reading and Writing	120-380	390-400	410-720	372	376
Math	120-420	430-440	450-720	383	365
Total	240-800	820-840	860-1440	755	741



# PSAT 10 Comparison

PSAT 10 Average Score	2018	2019
District	817	773
State	936	924

PSAT 10 Students Tested	2018	2019
District	389	506

PSAT 10 – 10 <sup>th</sup> Grade Benchmarks					
160-760 Point Scale	Red	Yellow	Green	2018	2019
Evidence Based Reading and Writing	160-400	410-420	430-760	412	388
Math	160-440	450-470	480-760	405	385
Total	320-840	860-890	910-1520	817	773

# SAT Comparison

SAT Average Score	2018	2019
District	908	856
State	1008	997

SAT Students Tested	2018	2019
District	249	413

SAT – College and Career Readiness Benchmarks					
200-800 Point Scale	Red	Yellow	Green	District - 2018	District - 2019
Evidence Based Reading and Writing	200-450	460-470	480-800	458	433
Math	200-500	450-470	530-800	450	423
Total	400-950	970-990	1010-1600	931	856

# SAT Strategic Plan Metrics

	<b>Baseline 2017-2018</b>	<b>Year 1 Goal</b>	<b>Year 1 Actual 2018-2019</b>
<b>Goal #3 Average SAT Score (11th Grade)</b>	906	920	856 [SP-940]

The number of student tested changed from 249 in 2017-18 to 413 students in 2018-19 as we made the shift to a cohort model to more align with the state. This meant that students who historically did not test because they were not on track to graduate were now testing in their third year of high school to ensure they fulfilled this graduation requirement set by the state.

# Advanced Placement (AP) Testing

An Advanced Placement (AP) score is a weighted combination of the scores on the multiple-choice and free-response sections. The final score is reported on a 5-point scale as follows:

- 5 = extremely well qualified
- 4 = well qualified
- 3 = qualified
- 2 = possibly qualified
- 1 = no recommendation

“Qualified” means the students proved themselves capable of doing the work of an introductory-level course in a particular subject at college. In the state of Illinois, students that score a 3 or better receive college credit at all state institutions.

# 2018-2019 Advanced Placement (AP) Scores

**DPS has increased the number of college credits being attained through AP courses for three straight year.**

	1	2	3	4	5	Total Students	Total Exams Taken	% w/ 3 or Better	Number of Exams w/ a 3 or Higher (College Credit)
2015	217	85	56	22	6	300	386	22%	84
2016	170	105	39	14	6	267	334	18%	59
2017	187	112	55	11	4	285	369	19%	70
2018	187	126	61	22	9	312	405	23%	92
2019	189	122	72	29	9	311	421	26% [SP-NA]	110 [SP-NA]

# High School Graduation Rates

	<b>Baseline 2017-2018</b>	<b>2018-2019 Goal</b>	<b>Estimated 2018-2019</b>
<b>4 Yr Graduation Rate</b>	74%	80%	74% [SP-82%]
<b>5 Yr Graduation Rate</b>	79%	79%	75% [SP-81%]
<b>6 Yr Graduation Rate</b>	76%	81%	79% [SP-83%]

2018-19 results are preliminary and will not be finalized by the state until October

# Student Achievement Improvement Plan

Provide teachers with more collaboration time (i.e. grade level and content area teacher team meetings)

Provide opportunities for best practice sharing among teachers across the district

Standards based grading will help to provide teachers with a laser-like focus on what kids need to learn by unpacking standards

Continuation of Balanced Literacy Framework in alignment with Fountas & Pinnell Classroom resources K-2

Leveled Literacy Intervention (LLI) for Tier II in ALL elementary buildings K-1 for the 2019-2020 school year

Continuing to revise the Tier I, II, and III data forms to be more streamlined with consistent procedures in place for enrichment & intervention

Train principals and teachers on all of the new reporting capabilities FastBridge has to offer (i.e. Screening to Intervention Report)

Providing leveled RTI based on previous year's IAR scores for all 7th and 8th grade students weekly at SDMS in Math and ELA through APEX.

# Student Achievement Improvement Plan



Students will now take the SAT suite of assessments both in the fall and in the spring so they can link their assessment results to Khan academy to get personalized intervention plans.



Both High Schools are providing additional Evidence Based Reading & Writing (EBRW) practice and instruction on half days during the year to better prepare our students for the assessment content.



Continue to increase the number of AP courses offered year to year



Invest in our school leaders through the University of Illinois-Chicago Leadership Development Partnership



Model leadership best practices for school leaders



Provide principals with opportunities to showcase and share best practices with each other (i.e. observe strengths at other schools)



Ensure principals have a consistent pulse on effective and high-quality instruction within their school buildings (i.e. articulation and evidence based)



Add & Adjust  
How We Look  
At & Report  
Our Data

DPS61  
Student Achievement Data  
A Different View

## NSGRA District-Wide Spring Data

	2016-17	2017-18	2018-19	2019-20
<b>K</b>	52.9%	50.9%	53.5%	
<b>1</b>	47.0%	45.1%	50.2%	
<b>2</b>	52.5%	55.7%	57.3%	
<b>3</b>	39.4%	50.4%	52.2%	
<b>4</b>	44.8%	46.8%	53.2%	
<b>5</b>	38.5%	49.9%	58.2%	
<b>6 – Not all 6<sup>th</sup> included</b>	N/A	N/A	66.2%	
<b>All</b>	45.85%	49.8%	55.83%	

FastBridge earlyReading – District-Wide		
	2018-19	2019-20
K	24.54%	
1	25.44%	
All	24.99%	

FastBridge earlyMath – District-Wide		
	2018-19	2019-20
K	37.67%	
1	33.28%	
All	35.48%	

## FastBridge aReading – District-Wide

	2018-19	2019-20
2	34.62%	
3	36.92%	
4	30.32%	
5	30.19%	
6	34.29%	
7	38.74%	
8	45.89%	
All	35.85%	

# FastBridge aMath – District-Wide

	2018-19	2019-20
2	34.82%	
3	15.75%	
4	13.92%	
5	11.15%	
6	13.24%	
7	20.66%	
8	25.15%	
All	19.24%	

# ELA - PARCC/IAR District-Wide Data (Preliminary)

	2016-17	2017-18	2018-19	2019-20
<b>3</b>	14.0%	9.0%	9.3%	
<b>4</b>	16.0%	13.0%	11.6%	
<b>5</b>	13.0%	10.0%	13.8%	
<b>6</b>	15.0%	12.0%	11.4%	
<b>7</b>	14.0%	14.0%	12.6%	
<b>8</b>	17.0%	13.0%	15.8%	
<b>All</b>	15.0%	12.0%	12.4%	

# Math - PARCC/IAR District-Wide Data (Preliminary)

	2016-17	2017-18	2018-19	2019-20
<b>3</b>	10.0%	9.0%	7.4%	
<b>4</b>	6.0%	8.0%	6.1%	
<b>5</b>	6.0%	5.0%	5.9%	
<b>6</b>	6.0%	6.0%	3.7%	
<b>7</b>	4.0%	8.0%	7.4%	
<b>8</b>	11.0%	6.0%	9.2%	
<b>All</b>	8.0%	7.0%	6.6%	

District									
	PSAT 9			PSAT 10			SAT		
	EBRW	Math	Met Both	EBRW	Math	Met Both	EBRW	Math	Met Both
2017-18	29%	22%	17%	38%	20%	17%	37%	21%	19%
2018-19	29%	14%	12%	27%	11%	10%	28%	14%	12%
2019-20									

9 <sup>th</sup> Grade Benchmarks - <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 410</li> <li>Math: 450</li> <li>Total: 860</li> </ul> (Not all 9 <sup>th</sup> graders were tested in 2017-18)	10 <sup>th</sup> Grade Benchmarks – <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 430</li> <li>Math: 480</li> <li>Total: 910</li> </ul> (Not all 10 <sup>th</sup> graders were tested in 2017-18)	11 <sup>th</sup> Grade Benchmarks <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 460</li> <li>Math: 510</li> <li>Total: 970</li> </ul>
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# DPS61 Student Achievement Data

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Future Recording & Reporting

Year to Year Performance Ranking  
Cohort Performance Ranking

2019 – 2020 DPS61 Student Achievement Data								
School	Reading Attainment	Rank	Reading Growth	Rank	Math Attainment	Rank	Math Growth	Rank
Alt Education								
Baum								
Dennis								
Durfee								
Enterprise								
Franklin								
Garfield								
Muffley								
Oak Grove								
Parsons								
Pershing								
South Shores								
Stevenson								
Hope								
Johns Hill								
SDMS								
Robertson								
EHS								
MHS								






# SY20 Leadership Development

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# PLAN S.M.A.R.T

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 <b>Specific</b>	 <b>Measurable</b>	 <b>Attainable</b>	 <b>Realistic</b>	 <b>Time-bound</b>
<p>Do: Set real numbers with real deadlines.</p> <p>Don't: Say, "I want more visitors."</p>	<p>Do: Make sure your goal is trackable.</p> <p>Don't: Hide behind buzzwords like, "brand engagement," or, "social influence."</p>	<p>Do: Work towards a goal that is challenging, but possible.</p> <p>Don't: Try to take over the world in one night.</p>	<p>Do: Be honest with yourself- you know what you and your team are capable of.</p> <p>Don't: Forget any hurdles you may have to overcome.</p>	<p>Do: Give yourself a deadline.</p> <p>Don't: Keep pushing towards a goal you might hit, "some day."</p>

# SY20 Academic Assessment Goal Setting

## Calculation Formula

100 - Current % (round up)

divided by 10 = SY20 EOY Growth Percentage Goal  
(round up)\*

SY20 EOY Growth Percentage Goal + Current %  
(round up)

= SY20 EOY Overall Growth Goal

NOTE: for MOY Growth Percentage Goal – divide by 2

# FastBridge aMath – District-Wide

	2018-19	2019-20
<b>2</b>	34.82%	42.0*
<b>3</b>	15.75%	42.0
<b>4</b>	13.92%	25.0
<b>5</b>	11.15%	23.0
<b>6</b>	13.24%	21.0
<b>7</b>	20.66%	23.0
<b>8</b>	25.15%	29.0
<b>All</b>	19.24%	30.0

# ELA - PARCC/IAR District-Wide Data

	2016-17	2017-18	2018-19	2019-20
<b>3</b>	14.0%	9.0%	9.3%	20.0*
<b>4</b>	16.0%	13.0%	11.6%	20.0
<b>5</b>	13.0%	10.0%	13.8%	23.0
<b>6</b>	15.0%	12.0%	11.4%	19.0
<b>7</b>	14.0%	14.0%	12.6%	21.0
<b>8</b>	17.0%	13.0%	15.8%	24.0
<b>All</b>	15.0%	12.0%	12.4%	22.0

District									
	PSAT 9			PSAT 10			SAT		
	EBRW	Math	Met Both	EBRW	Math	Met Both	EBRW	Math	Met Both
2017-18	29%	22%	17%	38%	20%	17%	37%	21%	19%
2018-19	29%	14%	12%	27%	11%	10%	28%	14%	12%
2019-20	37%*	23%*	21%*	37%	23%	21%	45%	20%	19%

9 <sup>th</sup> Grade Benchmarks - <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 410</li> <li>Math: 450</li> <li>Total: 860</li> </ul> (Not all 9 <sup>th</sup> graders were tested in 2017-18)	10 <sup>th</sup> Grade Benchmarks – <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 430</li> <li>Math: 480</li> <li>Total: 910</li> </ul> (Not all 10 <sup>th</sup> graders were tested in 2017-18)	11 <sup>th</sup> Grade Benchmarks <ul style="list-style-type: none"> <li>Evidence-Based Reading and Writing (EBRW): 460</li> <li>Math: 510</li> <li>Total: 970</li> </ul>
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# Future Leadership Action Planning - ES

DPS61 Leadership Action Plan - ES		
School Name:		
Principal Name:		
Professional Growth Progress		
Professional Growth Goal #1	Met / Not Met	Action Plan (if applicable)
Professional Growth Goal #2	Met / Not Met	Action Plan (if applicable)
Professional Growth Goal #3 (optional)	Met / Not Met	Action Plan (if applicable)
Academic Assessment Progress		
K Reading Goal:	Met / Not Met	Action Plan (if applicable):
K Math Goal:	Met / Not Met	Action Plan (if applicable):
1 <sup>st</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
1 <sup>st</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
2 <sup>nd</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
2 <sup>nd</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
3 <sup>rd</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
3 <sup>rd</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
4 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
4 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
5 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
5 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
6 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
6 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
7 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
7 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
8 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
8 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):



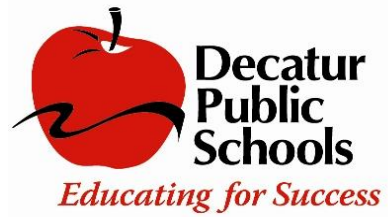
# Future Leadership Action Planning - HS

DPS61 Leadership Action Plan - HS		
School Name:		
Principal Name:		
Professional Growth Progress		
Professional Growth Goal #1	Met / Not Met	Action Plan (if applicable)
Professional Growth Goal #2	Met / Not Met	Action Plan (if applicable)
Professional Growth Goal #3 (optional)	Met / Not Met	Action Plan (if applicable)
Academic Assessment Progress		
9 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
9 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
10 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
10 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
11 <sup>th</sup> Grade Reading Goal:	Met / Not Met	Action Plan (if applicable):
11 <sup>th</sup> Grade Math Goal:	Met / Not Met	Action Plan (if applicable):
12 <sup>th</sup> Grade Graduation Goal:	Met / Not Met	Action Plan (if applicable):



LEADERSHIP  
MATTERS ...

WE RISE TOGETHER



# THANK YOU!

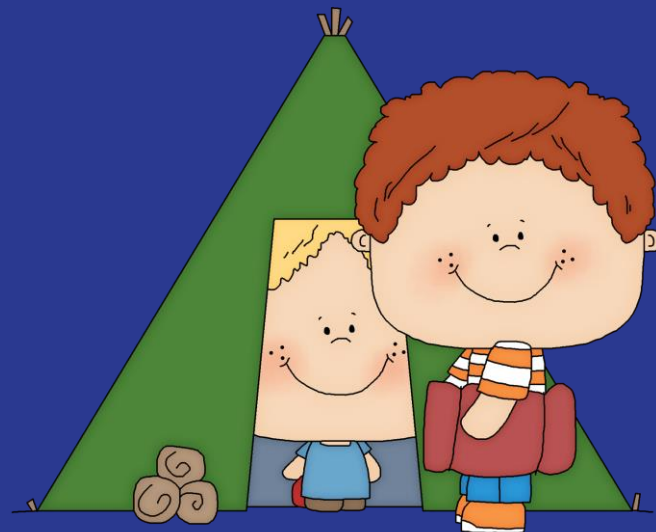
# QUESTIONS



# Welcome to Summer Camp and Summer School Updates!

Charlotte Thompson  
Dr. Joshua Peters  
Ashley Grayned

Board of Education  
Meeting  
August 20, 2019



# Camp Sites

## Camp Connections: (7:30-2:30)

- Jewel Grady- Camp Coordinator
- Baum Elementary- Location
- Incoming K-3 Grade students
- **200 spots available (250 invited)- 90% average attendance**
  - 150 attended camp
  - 29 incoming kindergarten students attended
  - 12 ESL students attended





# Camp Connections

- Morning part of the day was spent in reading instruction
  - a. 7 Camp ideals: *Belonging, Friendship, Kindness, Curiosity, Confidence, Courage, and Hope.*
- Afternoon excursions (we eliminated all day excursions to keep to the fidelity of the literacy block)
- NSGRA assessment was taken at the end of camp to compare to Spring NSGRA



SCHOLASTIC  
presents

# LitCamp

# Intervention at Camp

- 48 students served with a variety of interventions (LLI, Reading Recovery, Dyslexia)



# Camp Connections Data Comparison

- Spring NSGRA to Summer NSGRA
  - a. 82 campers moved 1 or more levels; 22 students made enough growth to put them on grade level

	Moved no level	Moved 1 level	Moved more than 1 level
1st Grade	8	21	3
2nd Grade	4	15	21
3rd Grade	10	9	5
ESL	4	8	

- 1st Grade- 9 students made enough growth to put them on grade level
- 2nd Grade- 10 students made enough growth to put them on grade level
- 3rd Grade- 3 students made enough growth to put them on grade level



# Camp Connections Data Comparison

- Incoming Kinders tested in the following:
  - a. Recognizing Uppercase letters
  - b. Recognizing Lowercase letters
  - c. Identifying Initial Sounds.

All campers made growth.

# Camp DIScovery, Smash Jr., and Smash Sr.

## Camp Discovery: (8:30-3:30)

- Harl Hillman- Camp Coordinator
- MacArthur High School- Location
- Incoming 5-7 Grade students
- **50 spots available- (61 campers invited)-  
90% average attendance**
- **50 students attended**

## Smash Jr (Gifted/High- Achieving): (8:30-3:30)

- Deb Harper- Camp Coordinator
- Dennis Lab School- Location
- Current 2nd- 4th grade students
- **50 spots available- 95% average attendance**
- **50 students attended**

## Smash Senior (Gifted/High-Achieving camp): (8:30-3:30)

- Deb Harper- Camp Coordinator
- Millikin University- Location
- Current 5th- 7th grade students
- **50 spots available- 91% average attendance**
- **50 students attended**

# Camp Discovery

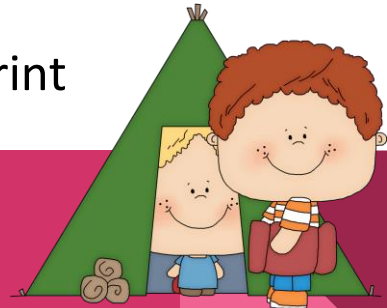
- Incoming 5th, 6th, and 7th Graders
- Focused on STEAM, Character Education, Leadership, Team Building, and Building Communities
- Dog treats and chew toys were made by campers and donated to Macon County Animal Control
- Campers made bag mats and were donated to Oasis
- Inspirational letters and posters were written and created by campers and donated to God's Shelter of Love
- Food drive donations were donated to Northwest Community Place
- Excursions emphasized camper's leadership and team building skills
- Community experts contributed to students' development of skills, talents, and strengths



# SMASH Junior Camp

- **SMASH Jr- Grades 2-4**

- Focused on Beautification, Food Science, Fur Baby Week, and Art
- Campers created splash art, abstract art, and art boards. Campers also created artwork at the Decatur Art's Council to be displayed in the different elementary schools
- Campers created their own healthy snacks and handed out free healthy lunches to the public from the Dennis Gardens
- Campers created mats from looms to give to dogs at PawPrint Ministries and Hudson's Halfway Home



# SMASH Senior Camp

- **SMASH Sr- Grades 5-7**

- Engaged students this summer by exploring their interests in amusement parks.
- Campers studied Force & Gravity at Fairview Skate Park
- Presentations from Experts in fields of study:  
Marketing/Engineering/Park Design were provided to students
- Students discovered potential and kinetic energy, centripetal force, inertia, momentum and velocity while creating a Model Roller Coaster
- Roller Coaster Tycoon App to develop their own park using technology
- Students built a prototype of their roller coaster using a variety of materials

	Students	Subject
7th Grade	9	Math
7th Grade	14	Reading
8th Grade	16	Math
8th Grade	28	Reading
	<b>67</b>	
	Students	Semester Credits (0.5)
9th Grade	191	254
10th Grade	150	219
11th Grade	116	170
12th Grade	12	28
	<b>469</b>	<b>671</b>

# Middle & High School Summer School

Summer of 2018 we had 317 Semester Credits (0.5) recovered. Goal for this summer was 600 credits based on staffing and budget.

Thank You!

Questions?





## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Personnel Action
<b>Initiated By:</b> Deanne Hillman, Director of Human Resources, and the Human Resources Department	<b>Attachments:</b> 15 Pages of Personnel Action
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Per Board Policy 5:30 Hiring Process and Criteria – The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School board policy on equal employment opportunities and minority recruitment.

### CURRENT CONSIDERATIONS:

All offers of employment are contingent upon the approval of the Board of Education. Accordingly, anyone who is offered and begins employment prior to the approval of the Board of Education understands that they will do so as a substitute. If the approval of the Board of Education is obtained, these substitutes will then be made whole retroactive to their first day of employment.

### FINANCIAL CONSIDERATIONS:

These positions are in the budget.

### STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve all Personnel Action Items as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:**\_\_\_\_\_



**To: Board of Education**  
**From: Deanne Hillman**  
**Human Resources Director**  
**Date: August 15, 2019**  
**Board Date: August 20, 2019**  
**Re: Personnel Action**

**EMPLOYMENT RECOMMENDATIONS**

**TEACHER:**

Name	Position	Effective Date
Desiree Honorable	English, MacArthur	August 12, 2019
Nicole Wilcoxon	Physical Education, Durfee	August 15, 2019

**TEACHING ASSISTANTS:**

Name	Position	Effective Date
Maggie Baietto	Alternative Ed Assistant, Harris Alt Ed, 6.25 hours per day	August 13, 2019
Bette Felstead	Alternative Ed Assistant, Harris Alt Ed, 6.25 hours per day	August 13, 2019
Bryce Lyn	Special Ed Assistant, Durfee, 6 hours per day	August 12, 2019
Kara Nihiser	Special Ed Assistant, Stephen Decatur, 6.25 hours per day	September 3, 2019
Marieanda Prosser	Special Ed Assistant, Stephen Decatur, 6.25 hours per day	August 12, 2019
Angela Rice	504 LPN Assistant, Johns Hill/Durfee, 6.5 hours per day	August 14, 2019

**CUSTODIAN:**

Name	Position	Effective Date
Zachary Lane	2nd Shift Custodian, Parsons/Stephen Decatur	August 12, 2019

## OFFICE PERSONNEL:

Name	Position	Effective Date
Ramie Weisser	K-8 Secretary Part-time, Dennis, 6 hours per day	August 19, 2019

## SCHEDULE B:

Name	Position	Effective Date
Brianne Barrett	Elementary Cross Country Coach, Franklin	August 14, 2019
Brianne Barrett	Elementary Volleyball Coach, Franklin	January 13, 2020
JaDawn Bryant	Elementary Girls Basketball Coach, Hope	October 7, 2019
Randy Dotson	Middle School Baseball Assistant Coach, Garfield	August 5, 2019
Ann Downey	Elementary Girls Basketball Coach, Hope	October 7, 2019
Taylor Hathcoat	Elementary Cross Country Coach (0.5 FTE), Oak Grove	August 14, 2019
Taylor Hathcoat	Elementary Track and Field Coach (0.5 FTE), Oak Grove	March 16, 2020
Lyndsay Lemanczyk	Middle School Girls Track and Field Coach, Hope	March 2, 2020
William Miller	Middle School Boys Track and Field Coach, Hope	March 2, 2020
William Miller	Middle School Cross Country Coach, Hope	August 5, 2019
Michael Phillips	High School Assistant Football Coach, Eisenhower	August 12, 2019
Madison Stark	Elementary Cross Country Coach (0.5 FTE), Oak Grove	August 14, 2019
Madison Stark	Elementary Track and Field Coach (0.5 FTE), Oak Grove	March 16, 2020
Tyraneious Thomas	Elementary Boys Basketball Coach, Hope	October 7, 2019

**TRANSFERS****ADMINISTRATIVE SUPPORT:**

Name	Position	Effective Date
Teri Moore	From Instructional Specialist, Durfee to Assessment Administrator, PDI	September 9, 2019

**TEACHERS:**

Name	Position	Effective Date
Kathleen Fornear	From Cross Cat, Franklin to Cross Cat, Stephen Decatur	September 9, 2019
Donovan Marschner	From Montessori Grades 4-6, Garfield to Montessori Middle School, Garfield	September 9, 2019
Megan Noel	From Grade 1, Muffley to Kindergarten, Muffley	August 12, 2019
Thad Olson	From Social Studies, Eisenhower to Physical Ed, Eisenhower	September 9, 2019
Tami Roberts	From Grade 1, French to Project Based Learning, Stephen Decatur	September 9, 2019
Jennifer Roberson	From Grade 2, Durfee to Montessori Grades 1-3, Garfield	September 9, 2019
Benjamin Sulaski	From Alternative Ed, Harris Alt Ed to Social Studies, Eisenhower	September 9, 2019

**CUSTODIAN:**

Name	Position	Effective Date
Kim Christy	From 2nd Shift Custodian, Thomas Jefferson to 1st Shift Custodian, Stephen Decatur	August 12, 2019
Janiece Sterling	From 1st Shift Head Custodian, Southeast (SEAP) to 1st Shift Head Custodian, Hope	August 12, 2019

## TEACHING ASSISTANTS:

Name	Position	Effective Date
Angela Bateson	From Special Ed Assistant, Hope, 6 hours per day to Special Ed Assistant, Muffley, 6 hours per day	August 12, 2019
Kari Boyd	From KDG/1 Instructional Assistant, Hope, 3 hours per day to Care (Calm)/Recovery Assistant, Baum, 6.5 hours per day	August 19, 2019
Allison Coit	From Special Ed Assistant, Parsons, 6 hours per day to KDG/1 Instructional Assistant, Parsons, 6 hours per day	August 12, 2019
Tina Harper	From Locker Room Assistant, Hope, 5 hours per day to K/1 Assistant, Oak Grove, 6 hours per day	August 12, 2019
Robin Hodge	From Adaptive PE Assistant, MacArthur, 6 hours per day to Special Ed Assistant, Dennis, 6 hours per day	August 12, 2019
Tiffanee Jelks	From K/1 Instructional Assistant, Dennis, 6 hours per day to K/1 Instructional Assistant, Hope, 6 hours per day	August 12, 2019
Robbin McFadden	From Special Ed Assistant, Parsons, 6 hours per day to Life Skills Assistant, Parsons, 6 hours per day	August 12, 2019
Michael Phillips	From Life Skills Assistant, Stephen Decatur, 6.25 hours per day to SED Assistant, Stephen Decatur, 6.25 hours per day	August 12, 2019
Jennifer Voorhees	From Library Assistant, Hope, 5 hours per day to Special Ed Assistant, Parsons, 6 hours per day	August 19, 2019

## OFFICE PERSONNEL:

Name	Position	Effective Date
April Clary	From Elementary Secretary Part-time, French, 2 hours per day to K-8 Secretary Part-time, Hope, 6 hours per day	August 12, 2019

**SECURITY PERSONNEL:**

Name	Position	Effective Date
Sheila Green	From School Security Officer, French to School Security Officer, Eisenhower	August 12, 2019

**RESIGNATIONS****TEACHERS:**

Name	Position	Effective Date
Pamela Bonds	Grade 4, Baum	August 8, 2019
Gayle Bowman	Business Ed, MacArthur	August 6, 2019
Brent Camillo	Elementary PE, Durfee	August 8, 2019
Angela Herrera	Psychologist, Macon Piatt	August 6, 2019
Jaya Lawary	Elementary PE, Baum	August 2, 2019

**TEACHING ASSISTANTS:**

Name	Position	Effective Date
Nicole Billadeau	Care (Calm)/Recovery Room Assistant, Eisenhower	August 12, 2019
Donna Bohn-Moma	Kdg/1 Instructional Assistant, Oak Grove	August 6, 2019
Theresa Doty	Cross Categorical Assistant, Parsons	August 14, 2019
Leeanne DeLock	Kdg/1 Instructional Assistant, Franklin	August 9, 2019
Monty Wilson	Special Ed Assistant, Stephen Decatur	August 8, 2019

**OUTREACH PERSONNEL:**

Name	Position	Effective Date
Emily Burcham	Family Liaison, Durfee	August 12, 2019
Heather Eads	Hourly School Nurse, School Health Services	August 6, 2019

**SECURITY PERSONNEL:**

Name	Position	Effective Date
Jimmy Washington	School Security Officer, Hope Academy	August 13, 2019

**SCHEDULE B:**

Name	Position	Effective Date
Kylie Hale	High School Boys Assistant Soccer Coach, Eisenhower	August 12, 2019
William Miller	Middle School Girls Basketball Coach, Garfield	August 6, 2019
Ryan Morgan	Freshman Class Advisor, Eisenhower	August 6, 2019
Ryan Morgan	Sophomore Class Advisor, Eisenhower	August 6, 2019
Madison Stark	Elementary Track and Field Coach, Baum	August 13, 2019

**RETIREMENTS****TEACHING ASSISTANTS:**

Name	Position	Effective Date
Thomas Taylor	Care (Calm)/Recovery Room Assistant, MacArthur	May 20, 2020
Victor Young	Special Ed Assistant, MacArthur	May 20, 2020

**EXTENDED LEAVE OF ABSENCE****TEACHING ASSISTANT:**

Name	Leave	Effective Date
Vicki Hutchins	Medical Leave	August 12, 2019

**COMPENSATION RECOMMENDATIONS:**

- The following staff members should be compensated **\$50.00** for participating in Standards Based Grading, Grades 1-6 AM Session on July 30, 2019 at PDI:

Ann Downey

Ann Kirkpatrick

Rhonda Ganley

Stephanie Meis

Stephanie Harman

Hilda Nicholls

Sarah Hott

Julie Turner

- The following staff members should be compensated for participating in Daily 5 Training on July 15-19, 2019 at Harris Alt Ed:

Stacey Long	\$350.00	Jackalyn Creason	\$500.00
Kimberly Taylor	\$500.00	Carol Dance	\$150.00

- The following staff members should be compensated **\$50.00** for participating in CPI Refresher on August 1, 2019 at the IEA Office:

Sabrina Barnett	Judy Greenwood
Ann Eaton	Tara Pitt

- The following staff members should be compensated **\$198.00** for participating in Pre Calculus Coursework on August 1, 2019 at PDI:

Kelli Murray	Brittany Howard
Hannah Lybarger	

- The following staff members should be compensated for participating in Go Math 3-5 on June 4, 2019 at PDI:

Dawn Hawkins	\$50.00	Kelli Murray	\$100.00
Deborah Rice	\$50.00		

- The following staff members should be compensated for participating in CPI Initial Training on July 26, 2019 at the IEA Office:

Melanie Anderson	\$50.00	Lisa Holmes	\$100.00
Alison Bickel	\$100.00	Krista Hudson	\$100.00
Abby Delong	\$100.00	Stacey Long	\$100.00
Ann Downey	\$100.00	Kimberly Taylor	\$100.00
Shelby Hawkshaw	\$100.00		

- The following staff member should be compensated **\$25.00** for participating in CPI Refresher on August 7, 2019 at MPSED at Mt Zion:

Brandy Sills

- The following staff members should be compensated for participating in Skyward Standards Gradebook on July 24, 2019 at PDI:

Brianne Barrett	\$50.00	Tracy Sexton-Long	\$50.00
Sarah Brice	\$50.00	Kimberly Smith	\$50.00
Amy Brown	\$50.00	Linda Stubblefield	\$50.00
Tammy Carver	\$50.00	Elizabeth Turner	\$50.00
Gabrielle Clifton	\$50.00	Sheryl Austin	\$50.00
Alyssa Conrad	\$50.00	Summer Boyd	\$50.00
Michelle Hazelrigg	\$50.00	Deborah Rapson	\$50.00
Sara Kelly	\$50.00	Tamara Stoneburg	\$50.00
Glenna McKenzie	\$50.00	Jacob Christner	\$50.00
Alicia Morris	\$50.00	Lacy Wood	\$200.00

Frances Swanberg	\$50.00	Lyndsay Lemanczyk	\$100.00
Alexandra Nichols	\$50.00		

- The following staff members should be compensated for participating in ILT Planning on July 23, 2019 at MacArthur:

Callie Stanley	\$100.00	Jill Heick	\$100.00
Christine Lipe	\$100.00	Paula Patterson	\$50.00
Justin Baer	\$100.00	Hannah Blacketer	\$100.00
Eric Schultz	\$100.00	Daniel Peters	\$100.00
James Horn	\$100.00	John Hartzmark	\$100.00

- The following staff members should be compensated **\$33.00** for participating in CPR/AED Training on August 5, 2019 at Health Services:

Ann Downey	Steve Thompson
Becca Massey	Carlton Rowe
Stephanie Shook	

- The following staff member should be compensated **\$574.28** for participating in Countdown to Kindergarten from July 29-August 2, 2019 at Enterprise:

Pam Jennings

- The following staff member should be compensated **\$92.00** for participating in Placement Testing from July 22-August 7, 2019 at PDI:

Kelli Murray

- The following staff members should be compensated for participating in Algebra 2 Curriculum Course Work on July 29-30, 2019 at PDI:

Andrew Jones	\$280.00	Krystal Reyes	\$363.00
Brett Palmer	\$363.00	Kelli Murray	\$363.00

- The following staff member should be compensated **\$1,240.00** for participating in Countdown to Kindergarten from July 29-August 2, 2019 at Muffley:

Megan Noel

- The following staff members should be compensated for participating in Skyward Standards Based Gradebook on July 16, 2019 at PDI:

Alicia Alves	\$50.00	Lorraine Major	\$50.00
Amy Davenport	\$50.00	Angeline Mehr	\$50.00
Jennifer Doyle	\$50.00	Kristin Price	\$50.00
Albulena Emroski	\$50.00	Jennifer Roberson	\$50.00
Kayla Fleming	\$50.00	Gregory Smith	\$50.00
Rhonda Ganley	\$50.00	Amanda Werkhesier	\$50.00
Rebecca Harman	\$50.00	Juanita Williams	\$50.00
Sarah Hott	\$50.00	Jill Hubbard	\$100.00



Cathalyn Jones	\$50.00
Tonya Kates	\$50.00

- The following staff members should be compensated for participating in Skyward Standards Based Gradebook on July 16, 2019 at PDI:

Angel Allen	\$50.00	Melissa Horton	\$50.00
Kelsey Black	\$50.00	Courtney Odle	\$50.00
Kristine Boomer	\$50.00	Norma Ramos	\$50.00
Michelle Davis	\$50.00	Jill Robertson	\$50.00
Sandy Dexter	\$50.00	Vernadene Wells	\$50.00
Melissa Duff	\$50.00	Patsy Woodland	\$50.00
Jodi Folmsbee	\$50.00	Tarika Mootrey	\$100.00
Lindsey Fuller	\$50.00	Merijha Branson	\$100.00

- The following staff members should be compensated **\$100.00** for participating in the Leadership Team on July 29, 2019 at Muffley:

Diane Orr	Libby Kirkland
Hilda Nicholls	Stephanie Meis

- The following staff members should be compensated **\$100.00** for participating in CPI Initial Training on August 5, 2019 at the IEA Office:

Angela Bryles	Taylor Lappegard
Jackalyn Creason	Nicole Long
Larry Eastin	Kathy Moore
David Harding	Dee Wicker

- The following staff members should be compensated for participating in Skyward Regular Gradebook on July 18, 2019 at PDI:

Micah Bradshaw	\$50.00	Nicole Cunningham	\$50.00
James Horn	\$50.00	Becca Massey	\$50.00
Christa Jenkins	\$50.00	Stephanie Eustice	\$50.00
Daniel Peters	\$50.00	Stephanie Shook	\$50.00
Eric Schultz	\$50.00	Ashley Zook	\$50.00
Elizabeth Scott	\$50.00	Lisa Holmes	\$200.00
Marlo Willett	\$50.00	Hannah Lybarger	\$100.00
Phillip Winecke	\$50.00	Ron Lybarger	\$100.00

- The following staff members should be compensated for participating in Skyward Regular Gradebook on July 18, 2019 at PDI:

Angela Bryles	\$50.00	Shannen Ray	\$50.00
Anne Cooper	\$50.00	Bret Reedy	\$50.00
Lori Fleming	\$50.00	Ashley Swanson	\$50.00
Todd Garner	\$50.00	Julie Turner	\$50.00
Matthew Gremo	\$50.00	Amanda Wrigley	\$50.00

Andrew Klein	\$50.00	Stephanie Bellinger	\$100.00
Rick Koetje	\$50.00	Kim Miller	\$100.00
Ryan Morgan	\$50.00		

- The following staff members should be compensated for participating in Skyward Standards Based Gradebook on August 2, 2019 at PDI:

Kelly Bailey	\$50.00	Jill Hackman	\$50.00
Maria Bohnsack	\$50.00	Heather Herron	\$50.00
Tami Browning	\$50.00	Karen Walker	\$50.00
Elizabeth Karakachos	\$50.00	Kim Taylor	\$50.00
Sonya Long	\$50.00	Megan Trimby	\$50.00
Stacey Long	\$50.00	Kelli Murray	\$100.00
Kristin Portis	\$50.00	Lyndsay Lemanczyk	\$100.00
Kaream Williams	\$50.00	Lacy Wood	\$100.00
Chelsea Brewer	\$50.00		

- The following staff members should be compensated **\$50.00** for participating in Skyward Athletic/Eligibility on August 5, 2019 at PDI:

Todd Garner	Jacob Maple
SuEllen Mackey	Mark Richert

- The following staff members should be compensated for participating in Skyward Regular Gradebook on July 28, 2019 at PDI:

Wendy Cravens	\$50.00	Mark Richert	\$50.00
Sara Devore	\$50.00	Glenn Shaffer	\$50.00
Heather England	\$50.00	Katherine Ganley	\$25.00
Jill Heick	\$50.00	Markia Rogers	\$50.00
Kacey Reinholtz	\$50.00	Stephene Beller	\$50.00
Melissa Staples	\$50.00	Lisa Holmes	\$100.00
Thomas Beller	\$50.00	Callie Stanley	\$100.00
Debbie Boerger	\$50.00	Elizabeth Williams	\$200.00

- The following staff members should be compensated **\$477.00** for participating in Curriculum Course Work on July 25 & 26, 2019 at PDI:

Sonja Tillery-Aten	Kelli Murray
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- The following staff members should be compensated for participating in Skyward Standards Gradebook on July 23, 2019 at PDI:

Pamela Blades	\$50.00	Stacey Williams	\$50.00
Elizabeth Case	\$50.00	Christina Angle	\$50.00
Natalie Click	\$50.00	Traci Hayward	\$50.00
Jackalyn Creason	\$50.00	Melissa Prasun	\$50.00
Ann Downey	\$50.00	Tami Roberts	\$50.00
Erin Miller	\$50.00	Abby Delong	\$50.00

Tara Pitt	\$50.00	Kelli Murray	\$200.00
Rajillia Sullivan	\$50.00	Lacy Wood	\$200.00
Maria Wiggins	\$50.00		

- The following staff members should be compensated for participating in Skyward Standards Gradebook on July 26, 2019 at PDI:

Audrey Bohannon	\$50.00	Autumn Lourash	\$50.00
Nathan Bohannon	\$50.00	Jennifer Morrow	\$50.00
Hye-Seung Byler	\$50.00	Thad Olson	\$50.00
Casey Chavez	\$50.00	Jason Vicich	\$50.00
Richard Gross	\$50.00	Ann Zuehkle-Denoyer	\$50.00
Kevin Hale	\$50.00	Jennifer Young	\$200.00
Marianne Hay	\$50.00	Hannah Blacketer	\$200.00

- The following staff members should be compensated for participating in Skyward Standards Gradebook on July 31, 2019 at PDI:

Gayle Bowman	\$50.00	April Parks	\$50.00
Bridgett Ertl	\$50.00	Ashlee Smith	\$50.00
Jennifer Fritzgerald	\$50.00	Michelle Tucker	\$50.00
Stacy Goodman	\$50.00	Ashley Guntle	\$50.00
Sarah Jones	\$50.00	Brett Palmer	\$50.00
Michelle Knap	\$50.00	Emma Morrison	\$50.00
Christina Lipe	\$50.00	Candi Ntsimi	\$25.00
Bobbi Jo Lozano	\$50.00	Brit Howard	\$200.00
Kathy Moore	\$50.00	Elizabeth Williams	\$200.00

- The following staff member should be compensated **\$3,000.00** for participating in Transportation Consulting/Assistance on August 5,6,7, 8, 9 & 13, 2019 at the Keil Building:

Randy Dotson

- The following staff members should be compensated for participating in Skyward Standards Gradebook on July 22, 2019 at PDI:

Brittany Acree	\$50.00	Bailey Cadieux	\$50.00
Larry Eastin	\$50.00	Alison Chumbley	\$50.00
Mary Evans	\$50.00	Rebecca Cordova	\$50.00
Kathy Fornear	\$50.00	Patty Elam	\$50.00
Kay Green	\$50.00	Jill Headrick	\$50.00
Lindsay Hale	\$112.00	Annette Kirkpatrick	\$50.00
Katie Hill	\$50.00	Ashley Lofland	\$50.00
Sara Kennedy	\$50.00	Hollie Peckert	\$50.00
Megan Noel	\$50.00	Deborah Rice	\$50.00
Diane Orr	\$50.00	Heather Samonds	\$50.00
Jennifer Parks	\$50.00	Jennifer Theis	\$50.00
Crystal Rora	\$50.00	Michelle Nixon	\$50.00
Dee Wicker	\$50.00	Rhonda Cox	\$200.00

April Bacon	\$50.00	Kelli Murray	\$100.00
Dolores Bloomfield	\$50.00	Lyndsay Lemanczyk	\$100.00

- The following staff members should be compensated for participating in Countdown to Kindergarten on July 22, 26 and July 29-August 3, 2019 at Various Schools:

Sara Barnett	\$1,485.00	Tessa Meinders	\$1,485.00
Paula Gruen	\$1,485.00	Linda Cole	\$1,419.00
Cassie Mann	\$330.00	Alyssa Conrad	\$1,485.00
Beckah Novak	\$231.00	Stacey Williams	
\$1,485.00			
Angeline Mehr	\$231.00	Rajillia Sullivan	\$1,485.00
Tammy Carver	\$1,485.00	Erin Miller	\$1,485.00
Morgan Norsen	\$1,485.00	Glenna McKenzie	\$1,485.00
Sarah Bryce	\$1,485.00	Jessica Cameron	\$1,485.00
Kim Smith	\$1,485.00	Norma Ramos	\$1,485.00
Tonya Kates	\$1,485.00	Cynthia Phillips	\$986.00
Kayla Fleming	\$1,485.00	Andrea Rice	\$1,019.00
Kelsey Beck	\$1,485.00	Nancy Huddleston	\$1,033.00
Jodi Folmsbee	\$1,485.00	Robbin McFadden	\$1,071.00
Sara Kelly	\$1,485.00	Courtney Barding	\$1,002.00
Alex Nichols	\$1,485.00	Ashley Tyler	\$974.00
Melissa Prasun	\$1,485.00	Kaelee Queary	\$1,036.00
Melissa Schulz	\$1,485.00	Marcia Lawson	\$1,029.00
Amy Davenport	\$1,485.00	Vincent Clayton	\$1,092.00
Natalie Click	\$1,485.00	Mary Morrow	\$1,002.00
Lorraine Major	\$1,485.00	Chantale Walker	\$495.00
Leslie Woolsey	\$1,485.00	Yolanda Brown	\$156.00

- The following staff members should be compensated for participating in Skyward Regular Gradebook on July 25, 2019 at PDI:

Sarah Bell	\$50.00	Krista Hudson	\$50.00
Margaret Bone	\$50.00	Leslie Johnson	\$50.00
Patricia Brackett	\$50.00	Andrew Jones	\$50.00
Arthur Byczynski	\$50.00	Amanda Mandrell	\$50.00
Thomas Donahue	\$50.00	Angie Mann	\$50.00
Crystal Eilers	\$50.00	Amy Neal	\$50.00
Shelby Hawkshaw	\$50.00	Krystal Reyes	\$50.00
Nina Hector	\$50.00	John Fitzpatrick	\$50.00
William Miller	\$50.00	Hannah Lybarger	\$100.00
Mark Roberts	\$50.00	Hannah Blacketer	\$100.00
Caroline Schorsch	\$50.00	Ronald Lybarger	\$100.00
Samantha Stark	\$50.00	Lisa Holmes	\$100.00

- The following staff members should be compensated for participating in Skyward Standards Gradebook on August 1, 2019 at PDI:

Sarah Andrews	\$50.00	Jennifer Roberson	\$50.00
Pamela Bonds	\$50.00	Carl Williams	\$50.00
Charisse Brown	\$50.00	Michelle Brown	\$50.00
Carissa Craven	\$50.00	Abigail Cohlmeier	\$50.00
Carol Dance	\$50.00	Ashley Faulkner	\$50.00
Jennifer Doyle	\$50.00	Kimberly Hainline	\$50.00
Jennifer Kapchinske	\$50.00	Deborah Kwasny	\$50.00
Roxann Kennedy	\$50.00	Stephanie Eustice	\$50.00
Chelsie Kirschner	\$50.00	Josh Thornton	\$50.00
Olivia Mannlein	\$50.00	Melissa Goede	\$100.00
Peggy Miller	\$50.00	Deb Harper	\$100.00
Ashley Minton	\$50.00	Tarika Mootrey	\$100.00
Tisha Neeley	\$50.00	Merijha Branson	\$100.00

- The following staff members should be compensated for participating in Grade 4 Summer Skill Building on July 26-August 2, 2019 at Oak Grove:

Carolynn Keizer	\$99.00	Jarred Street	\$844.00
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- The following staff members should be compensated for participating in Essa Fountas & Pinnell Prep on July 29-August 6, 2019 at Franklin:

Kelsey Beck	\$100.00	Macie Gillis	\$100.00
Brianne Barrett	\$100.00	Emily Kane	\$100.00
Kay Green	\$100.00	Nikki Torbert	\$200.00
Vernadene Wells	\$100.00		

- The following staff members should be compensated **\$1,250.00** for participating in Training of New Employees on August 13, 2019 at Pershing:

Ruth Dendariarena

- The following staff members should be compensated for participating in Curriculum Writing MS on August 12, 2019 at PDI:

Lynnette Rotramel	\$198.00	Christine Lowe	\$396.00
Kelli Murray	\$396.00		

- The following staff members should be compensated **\$100.00** for participating in Fountas & Pinnell Classroom K-2 on August 7, 2019 at PDI:

Tonya Bales	Ann Kirkpatrick
Sara Barnett	Lisa Landacre
Sarah Brice	Lorraine Major
Rebecca Cordova	Julia Mower
Amy Davenport	Diane Orr
Ann Downey	Melissa Prasun

Rhonda Ganley  
Deb Harper  
Harl Hillman  
Sarah Hott  
Elizabeth Karakachos

Crystal Rora  
Melissa Schulz  
Kimberly Smith  
Jennifer Steers

- The following staff members should be compensated **\$100.00** for participating in LLI Orange/Green K-1 on August 9, 2019 at PDI:

Tonya Bales  
Sara Barnett  
Kristine Boomer  
Summer Boyd  
Merijha Branson  
Sheryl Brilley  
Amy Davenport

Jewel Grady  
Melissa Schulz  
Tarika Mootrey  
Norma Ramos  
Tara Pitt  
Ann Downey

- The following staff members should be compensated **\$50.00** for participating in LLI Orange/Green K-1 on August 9, 2019 at PDI:

Lisa Larry

Juanita O'Neill

- The following staff members should be compensated for participating in Fountas & Pinnell Classroom K-2 on August 8, 2019 at PDI:

Jessica Brinkoetter	\$100.00	Katie Hill	\$100.00
Gabrielle Clifton	\$100.00	Tressa James	\$100.00
Patty Elam	\$100.00	Jennifer Kapchinski	\$100.00
Jewel Grady	\$50.00	Vanessa Kelson	\$100.00
Taylor Hathcoat	\$100.00	Angie Mann	\$100.00
Michelle Hazelrigg	\$100.00		

- The following staff members should be compensated for participating in Countdown to Kindergarten on July 26, 2019 at Stevenson:

Mary Morrow	\$44.52	Leslie Woolsey	\$165.00
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- The following staff members should be compensated **\$50.00** for participating in Leadership Meeting on July 30, 2019 at Durfee:

Alexandria Pomorin  
Heather Herron  
Melissa Horton

Teri Moore  
Karen Walker

- The following staff members should be compensated for participating in Classroom/Curriculum Preparation on July 30, August 2, 5, 6, 7, 8, 2019 at Durfee:

Mary Evans	\$200.00	Judy McGee	\$200.00
Melissa Whitman	\$200.00	Marcy Braden	\$200.00
Alexandria Pomorin	\$200.00	Teri Moore	\$50.00

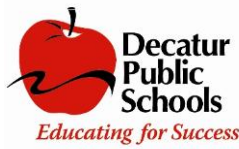
Heather Herron	\$200.00	Maria Bohnsack	\$50.00
Karen Walker	\$50.00		

- The following staff member should be compensated **\$450.00** for participating in Teacher Evaluation Training on July 15 & 18, 2019 at Durfee:  
Kristi Mullinix
- The following staff members should be compensated for participating in Curriculum Planning on July 16-19 & July 31, 2019 at Hope:
 

Elizabeth Alva	\$64.00	Talitha Hays	\$116.00
Michelle Brown	\$288.00	Lyndsay Lemanczyk	\$68.00
JaDawn Bryant	\$24.00	Autumn Lourash	\$368.00
Kelly Buechler	\$64.00	SuEllen Mackey	\$280.00
Kristina Donley	\$716.00	William Miller	\$40.00
Ann Downey	\$680.00	Dee Wicker	\$164.00
Heather Groves	\$80.00		
- The following staff members should be compensated for participating in Curriculum Planning from August 1-7, 2019 at Hope:
 

Michelle Brown	\$100.00	Heather Groves	\$104.00
Kelly Buechler	\$20.00	Autumn Lourash	\$84.00
Alyssa Conrad	\$40.00	William Miller	\$164.00
Kristina Donley	\$560.00	Michelle Nixon	\$164.00
Ann Downey	\$388.00	Dee Wicker	116.00
- The following staff members should be compensated for participating in Curriculum Development from July 16-August 7, 2019 at Hope/Harris:
 

Molly Miller	\$974.00	Kristina Sommer	\$767.00
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- The following staff member should be compensated **\$3,500.00** for the X-Step for his years of service to Decatur Public Schools:  
Victor Young
- The following staff member should be compensated **\$3,500.00** for the X-Step for his years of service to Decatur Public Schools:  
Thomas Taylor



## **Board of Education Decatur Public School District #61**

<b>Date:</b> August 20, 2019	<b>Subject:</b> Stephen Decatur Middle School Project – Rebid Package #12
<b>Initiated By:</b> Dr. Fred Bouchard, Assistant Superintendent and BLDD	<b>Attachments:</b> Bid Documents 12A & 12B
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

One of the first projects in the DPS #61 Building better Opportunities for Learning in Decatur (BOLD) Facility Plan is combining students and staff from Thomas Jefferson and Stephen Decatur Middle Schools. The building improvements at Stephen Decatur Middle School align with enhancing the academic programming for middle school students. Staff, students, and parents from the two middle schools worked side-by-side with the District's architects to provide input and assistance with the planned improvements for the middle school building.

Facility improvements include areas of the library and cafeteria areas.

### **CURRENT CONSIDERATIONS:**

The BOLD Facility Plan budget approved for work at Stephen Decatur Middle School included a board approved allocation of not to exceed \$100,000 from food service reserves to equipment kitchen and cafeteria with allowable purchases as well as \$500,000, which includes some other area furnishings. A comprehensive RFP was bid to provide tables for the library and cafeteria areas.

DPS received bids from four different furniture vendors (see attached) and gave vendors an opportunity to bid on packages 12A and 12B. Administration is recommending that bid package #12A (\$25,145.61) for makerspace tables be awarded to Lincoln Office. Administration is also recommending that bid package #12B (\$10,454.37) for eating tables in the cafeteria to be awarded to Krueger International.

### **FINANCIAL CONSIDERATIONS:**

The above purchase in the amount of \$25,145.61 would be paid from Fund 60: Capital Projects. The other purchase in the amount of \$10,454.37 would be paid from the food service reserves allocated for the middle school project out of Fund 10: Education. BLDD also recommended maintaining a construction contingency of approximately 5% of the bid amount to cover unforeseen conditions that may occur during construction. The approximate construction contingency would be \$1,780.00.



**STAFF RECOMMENDATION:**

The Administration respectfully requests the Board of Education award Bid Package #12A to the low bidder Lincoln Office for the Makerspace Tables for the Stephen Decatur Middle School Project in the total amount of \$25,145.61 as presented. Administration also requests the Board of Education award Bid Package #12B to the low bidder Krueger International for the eating tables in the cafeteria for the Stephen Decatur Middle School Project in the total amount of \$10,454.37 as presented. A contingency of \$1,780.00 is recommended to cover unforeseen conditions.

**RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



August 15, 2019

Decatur Public School District #61  
101 W Cerro Gordo St  
Decatur, IL 62523

Re: Stephen Decatur Middle School Furnishings - REBID  
BLDD Project #186EX16.406  
**BID TABULATION**

Enclosed is a Bid Tabulation Form showing the results of the bids opened on 8/15/2019 for the above-referenced project. We have reviewed the bid of Lincoln Office for Bid Package #12a and it appears to be in order. We have also reviewed the bid of Krueger International for Bid Package #12b and it appears to be in order.

Please advise if the Owner intends to accept Bid Package #12a as submitted by Lincoln Office in the amount of Twenty Five Thousand, One Hundred Forty Five Thousand and Sixty One Cents, and Bid Package #12b as submitted by Krueger International in the amount of Ten Thousand, Four Hundred Fifty Four Dollars and Thirty Seven Cents.

We also recommend maintaining a construction contingency of approximately 5% of the bid amount to cover unforeseen conditions that may occur during construction.

Also enclosed are the original bids from all bidders on the project. We have kept the bid bond from each bidder, and will return the bid bond to each unsuccessful bidder after the board has approved a contract.

Please notify us of the board's actions concerning this bid, as well as your time frame for establishing a pre-construction conference and issuing a Notice to Proceed.

Sincerely,

BLDD Architects, Inc.

A handwritten signature in blue ink, appearing to read "Samuel J. Johnson", is written over a light blue rectangular background.

Samuel Johnson, AIA  
Principal

enclosure

H:\C\186EX16.406 DPS Stephen Decatur MS Renovation\Information\Bidding\REBID\Bid Tab Ltr.docx



Bid Tabulation Form

DATE: 8/15/2019

TIME: 10:00 a.m.

PROJECT NAME: Stephen Decatur Middle School Furnishings - REBID

CLIENT: Decatur Public School District #61

LOCATION: Keil Building

BLDD PROJECT: 186EX16.406

Contractor	Bid Bond	Addendum Received		Bid Package #12a - T-2, Working Café Makerspace - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings	Bid Package #12b - T-4, T-5, T-6, T-8, T-9, T-11 lockable casters; Parsons table with panel legs the length of top positioned straight down from edge of top, standard height; Small personal occasional table; Round occasional table; 36" Round table, standard height, on casters; 42: Round table, standard height, on casters; 36" Round table, counter height - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings	NOTES	Total
Lincoln Office	5%	Yes		\$25,145.61	\$12,260.42		\$37,406.03
KI	5%	No			\$10,454.37	No OCP	\$10,454.37
Widmer Interiors	5%	Yes		\$50,272.92	\$13,718.26	combined bid \$63,764.37	\$63,991.18
Resource One	5%	Yes		\$34,408.00	\$11,194.00		\$45,602.00

To: Decatur Public School District #61  
101 W Cerro Gordo St  
Decatur, IL 62523

Project: Stephen Decatur Middle School Furnishings

Date: August 15, 2019

Submitted by:  
(full name)

Joel Ramseyer, Lincoln Office, LLC

(full address)

205 Eastgate Drive

Washington, IL 61571

#### 1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

- A. Base Packages: A single stipulated sum bid will be received for each of the two (2) bid packages or a combined bid for bid packages 12a and 12b:

Bid Package #12a - T-2, Working Café Makerspace - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

twenty-five thousand,

one hundred forty-five and 61/100 Dollars (\$25,145.61).

Bid Package #12b - T-4, T-5, T-6, T-8, T-9, T-11 lockable casters; Parsons table with panel legs the length of top positioned straight down from edge of top, standard height; Small personal occasional table; Round occasional table; 36" Round table, standard height, on casters; 42" Round table, standard height, on casters; 36" Round table, counter height - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

twelve thousand,

two hundred sixty and 42/100 Dollars (\$12,260.42).

We have included herewith, the Bid Security as required by the Instructions to Bidders.

All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum. Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

## 2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.
- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

## 3. CONTRACT TIME

The Owner requires that the work of this contract be completed as quickly as possible. Consideration will be given to time of completion when reviewing the submitted bids.

We, the undersigned bidder, will fully complete the Work in sixty (60) consecutive calendar days from the date established as the Date of Commencement in the Notice to Proceed to be issued by the Architect. Refer to Section 01 1000 - Project Summary for Work Sequence.

## 4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # No. 1 Dated August 12, 2019

Addendum # No. 2 Dated August 14, 2019

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

## 5. BID FORM SIGNATURE(S)

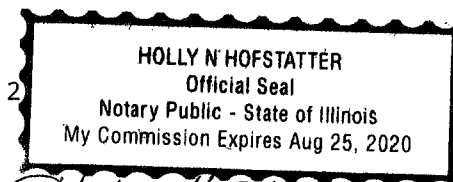
The Corporate Seal of

Lincoln Office, LLC

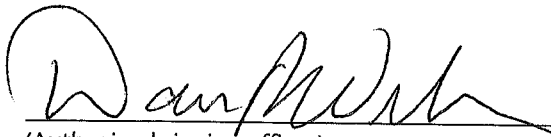
(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:

DPS - SDMS FURNISHINGS  
186EX16.406



BLDD - 06/19 - SJJ  
00 4100 - Bid Form

  
(Authorized signing officer) Business Manager  
(Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer)

\_\_\_\_\_  
(Title)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END 00 4100

DIVISION 00 - PROCUREMENT AND CONTRACT DOCUMENT

Section 00 4100 - Bid Form

To: Decatur Public School District #61  
101 W Cerro Gordo St  
Decatur, IL 62523

Project: Stephen Decatur Middle School Furnishings

Date: August 12, 2019

Submitted by:  
(full name)

Krueger International, Inc.

(full address)

1330 Bellevue St. Box 8100

Green Bay, WI 54308-8100

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

- A. Base Packages: A single stipulated sum bid will be received for each of the two (2) bid packages or a combined bid for bid packages 12a and 12b:

Bid Package #12a - T-2, Working Café Makerspace - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

no bid Dollars (\$          ).

Bid Package #12b - T-4, T-5, T-6, T-8, T-9, T-11 lockable casters; Parsons table with panel legs the length of top positioned straight down from edge of top, standard height; Small personal occasional table; Round occasional table; 36" Round table, standard height, on casters; 42" Round table, standard height, on casters; 36" Round table, counter height - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

Ten thousand four hundred fifty four dollars and thirty seven cents. 10,454.37  
Dollars (\$          ).

We have included herewith, the Bid Security as required by the Instructions to Bidders.

All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum. Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

## 2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.
- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

## 3. CONTRACT TIME

The Owner requires that the work of this contract be completed as quickly as possible. Consideration will be given to time of completion when reviewing the submitted bids.

We, the undersigned bidder, will fully complete the Work in 63 days ( ) consecutive calendar days from the date established as the Date of Commencement in the Notice to Proceed to be issued by the Architect. Refer to Section 01 1000 – Project Summary for Work Sequence.

## 4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # none Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

## 5. BID FORM SIGNATURE(S)

The Corporate Seal of

Krueger International, Inc.  
(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:



DIVISION 00 - PROCUREMENT AND CONTRACT DOCUMENT

Section 00 4100 - Bid Form

To: Decatur Public School District #61  
101 W Cerro Gordo St  
Decatur, IL 62523

Project: Stephen Decatur Middle School Furnishings

Date: 08-14-19

Submitted by:  
(full name)

Resource One of Illinois Ltd.

(full address)

321 E. Adams St.  
Springfield, IL 62701

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

- A. Base Packages: A single stipulated sum bid will be received for each of the two (2) bid packages or a combined bid for bid packages 12a and 12b:

Bid Package #12a - T-2, Working Café Makerspace - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

thirty four thousand Dollars (\$ 34,408).  
four hundred and eight dollars

Bid Package #12b - T-4, T-5, T-6, T-8, T-9, T-11 lockable casters; Parsons table with panel legs the length of top positioned straight down from edge of top, standard height; Small personal occasional table; Round occasional table; 36" Round table, standard height, on casters; 42" Round table, standard height, on casters; 36" Round table, counter height - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

eleven thousand, Dollars (\$ 11,194).  
one hundred and ninety four dollars

We have included herewith, the Bid Security as required by the Instructions to Bidders. IF PERFORMANCE BOND IS NOT REQUIRED, BINDER MAY DEPOSIT 5% SEE INDIV. SPEC. SHITS.  
All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum.  
Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

## 2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.
- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

## 3. CONTRACT TIME

The Owner requires that the work of this contract be completed as quickly as possible. Consideration will be given to time of completion when reviewing the submitted bids.

We, the undersigned bidder, will fully complete the Work in 6-8 wk. lead time, 1 week transit, 1 week install consecutive calendar days from the date established as the Date of Commencement in the Notice to Proceed to be issued by the Architect. Refer to Section 01 1000 - Project Summary for Work Sequence.

## 4. ADDENDA

*\*SEE INDIVIDUAL BID PACKAGES FOR SPECIFIC LEAD TIME PER MANUFACTURER\**

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # 1 Dated 8-12-19

Addendum # 2 Dated 8-14-19

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

## 5. BID FORM SIGNATURE(S)

The Corporate Seal of

Resource One of Illinois Ltd.

(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:

Cynthia Adams PRESIDENT  
(Authorized signing officer) (Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer)

\_\_\_\_\_  
(Title)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END 00 4100

DIVISION 00 - PROCUREMENT AND CONTRACT DOCUMENT

Section 00 4100 - Bid Form

To: Decatur Public School District #61  
101 W Cerro Gordo St  
Decatur, IL 62523

Project: Stephen Decatur Middle School Furnishings

Date: 8-14-19

Submitted by:  
(full name)

KATHY NICHEL

(full address)

WIDMER INTERIORS  
2203 E. EMPIRE ST., STE A  
BLOOMINGTON, IL 61704

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

- A. Base Packages: A single stipulated sum bid will be received for each of the two (2) bid packages or a combined bid for bid packages 12a and 12b:

Bid Package #12a - T-2, Working Café Makerspace - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

FIFTY THOUSAND TWO HUNDRED  
SEVENTY SEVEN DOLLARS 92/100 Dollars (\$ 50,277.92).

Bid Package #12b - T-4, T-5, T-6, T-8, T-9, T-11 lockable casters; Parsons table with panel legs the length of top positioned straight down from edge of top, standard height; Small personal occasional table; Round occasional table; 36" Round table, standard height, on casters; 42" Round table, standard height, on casters; 36" Round table, counter height - All work associated with the material, delivery, and installation of the Furniture as indicated on the drawings for the contract sum of:

THIRTEEN THOUSAND SEVEN  
HUNDRED EIGHTEEN DOLLARS 26/100 Dollars (\$ 13,718.26).

We have included herewith, the Bid Security as required by the Instructions to Bidders.

COMBINED 12A + 12B SIXTY THREE THOUSAND SEVEN HUNDRED FORTY SIX DOLLARS 37/100  
\$63,746.37

All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum. Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

## 2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.
- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

## 3. CONTRACT TIME

The Owner requires that the work of this contract be completed as quickly as possible. Consideration will be given to time of completion when reviewing the submitted bids.

We, the undersigned bidder, will fully complete the Work in \_\_\_\_\_ (\_\_\_\_) consecutive calendar days from the date established as the Date of Commencement in the Notice to Proceed to be issued by the Architect. Refer to Section 01 1000 – Project Summary for Work Sequence.

## 4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # 001 Dated 8/12/19

Addendum # 002 Dated 8/14/19

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_


Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

## 5. BID FORM SIGNATURE(S)

The Corporate Seal of

LODMEK INTERIORS  
(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:

  
(Authorized signing officer)

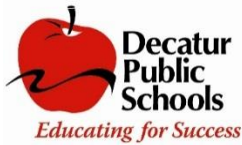
*President*  
(Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer) (Title)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END 00 4100



## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Roof Maintenance Contract
<b>Initiated By:</b> Steve Kline, Director of Buildings and Grounds	<b>Attachments:</b> Contract (24 mo.), Bid Results
<b>Reviewed By:</b> Dr. Fred Bouchard, Assistant Superintendent, and Dr. Paul Fregeau, Superintendent	

**BACKGROUND INFORMATION:**

During the last contract negotiations with SEIU-B Maintenance, Administration and the Union were able to come to an agreement on the contracting out of roof maintenance; this includes inspections, repairs and suggested replacements based on age and conditions. This is a two-year proposal.

**CURRENT CONSIDERATIONS:**

Weatherproofing Technologies, Inc.'s quote is listed on following page. Please see bid result below.

<b>VENDOR</b>	<b>PROPOSED Work</b>	<b>PRICE</b>
Weatherproofing Technologies, Inc.	DPS 61 Roof Maintenance	\$140,778.00 \$70,389.00/yr. (2yr)

**Financial Considerations:**

The funding for this project will come from Fund 60.

**Staff Recommendation:**

The Administration respectfully requests the Board of Education approve and award the Two (2) Year Proposal Bid for Decatur Public School District 61's Roof Maintenance to Weatherproofing Technologies, Inc. for the next two years as presented.

**RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



**BLDD**  
**ARCHITECTS**

June 25, 2019

Joanie Watson, Coordinator of Purchasing  
Steve Kline, Director of Buildings & Grounds  
Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

Re: Roof Management Program  
BLDD Project #196EX07.200  
**BID TABULATION**

Enclosed is a Bid Tabulation Form showing the results of the bid opened on 6/25/2019 for the above-referenced project. We have reviewed the bid of Weatherproofing Technologies, Inc., and it appears to be in order.

Please advise if the Owner intends to accept the Base Bid as submitted by Weatherproofing Technologies, Inc. in the amount of One Hundred Forty Thousand, Seven Hundred Seventy Eight Dollars (\$140,778.00), and we will prepare the required documents.

Enclosed is the original bid from the bidder on the project.

Please notify us of the board's actions concerning this bid, as well as your time frame for establishing a pre-construction conference and issuing a Notice to Proceed.

Sincerely,

BLDD Architects, Inc.

Samuel Johnson  
Principal

enclosures

H:\CI\196EX07.200 DPS Roofing Maintenance Service Proposal\Information\Bidding\Bid Tab Letter.docx





(844) 784-4440  
BLDD.COM

Bid Tabulation Form

DATE: 6/25/2019  
TIME: 2:00 p.m.

PROJECT NAME: Roof Management Program  
CLIENT: Decatur Pulbic School District #61  
LOCATION: Keil Building, 101 Cerro Gordo St., Decatur, IL  
BLDD PROJECT: 196EX07.200

Contractor	Bid Bond	Addendum Received		Base Bid All Work associated with the Roof Management Program	Total
Weatherproofing Technologies, Inc.	5%	Yes		\$140,778.00	\$140,778.00

DIVISION 00 - PROCUREMENT AND CONTRACT DOCUMENT

Section 00 4100 - Bid Form

To: Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

Project: Roof Management Program  
Decatur Public School District #61

Date: 6/21/19

Submitted by:  
(full name)

Weatherproofing Technologies, Inc.

(full address)

3735 Green Road

Beachwood, OH 44122

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

A. Base Bid: All work associated with the Roof Managmenet Program for the contract sum of:

One hundred forty thousand seven hundred seventy-eight Dollars (\$ 140,778 ).

All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum.

Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.

- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

3. CONTRACT TIME

Contractor will provide the Owner with services specified for period of 24 months beginning on August 1, 2019.

4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # 1 Dated 6/21/19

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

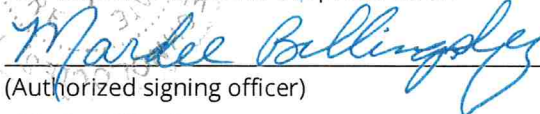
5. BID FORM SIGNATURE(S)

The Corporate Seal of

Weatherproofing Technologies, Inc.

(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:

 Executive Vice President  
(Authorized signing officer) (Title)  
Mardee Billingsley

(Seal)

\_\_\_\_\_  
(Authorized signing officer) (Title)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END 00 4100

# Document A310<sup>TM</sup> – 2010

Conforms with The American Institute of Architects AIA Document 310

Bond Number: 89453-Liberty-19-4

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Weatherproofing Technologies, Inc.  
3735 Green Road  
Beachwood, OH 44122

### SURETY:

(Name, legal status and principal place of business)

Liberty Mutual Insurance Company  
175 Berkeley Street  
Boston, MA 02116  
State of Inc: Massachusetts

### OWNER:

(Name, legal status and address)

Decatur Public School District #61  
101 West Cerro Gordo Street  
Decatur, IL 62523

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**BOND AMOUNT:** Five Percent of Amount Bid (5%)

### PROJECT:

(Name, location or address, and Project number, if any)


DPS #61 Roof Management Program

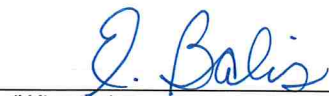
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 11th day of June, 2019

  
(Witness)

  
(Witness)

Weatherproofing Technologies, Inc.

(Principal)

(Seal)

(Title) Craig Nelson, Vice President

Liberty Mutual Insurance Company

(Surety)

(Seal)

(Title) Cathy L. Woodruff, Attorney-in-Fact



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

Certificate No: **8200538-014052**

## POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Cathy L. Woodruff, Julie Denman

all of the city of Cleveland state of Ohio each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 18th day of February, 2019.



Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss  
County of MONTGOMERY

On this 18th day of February, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Upper Merion Twp., Montgomery County  
My Commission Expires March 28, 2021  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

### ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

### ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 11th day of June, 2019.



By: Renee C. Llewellyn  
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

BLDD ARCHITECTS, INC.  
100 Merchant Street  
Decatur, IL 62523  
(844) 784-4440

PROJECT MANUAL FOR: DPS #61 Roof Management Program

DATE: May 31, 2019

DIVISION	SECTION	TITLE	PAGES
<u>00</u>		<u>PROCUREMENT AND CONTRACT REQUIREMENTS</u>	
	00 1116	Invitation to Bid	00 1116-1-1
	00 2100	Instructions to Bidders	00 2100-1-6
	00 3101	Prevailing Wage Rates	00 3101-1-1
	00 4100	Bid Form	00 4100-1-2
	00 9100	Reserved for Addenda	00 9100
<u>01</u>		<u>GENERAL REQUIREMENTS</u>	
	01 1000	Project Summary	01 1000-1-5
<u>07</u>		<u>THERMAL &amp; MOISTURE PROTECTION</u>	
	07 0150.16	Roof Maintenance Program	07 0150.16-1-8

END TOC

DIVISION 00 - PROCUREMENT AND CONTRACT REQUIREMENTS

Section 00 1116 - Invitation to Bid

Owner: Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

Architect: BLDD Architects, Inc.  
100 Merchant Street  
Decatur, IL 62523-1217  
(844) 784-4440

Contractors are invited to submit an offer to Decatur Public School District #61 for the Roof Management Program. Offers will be received at the Keil Building located at 101 W. Cerro Gordo Street, Decatur, IL before 2:00 p.m. local prevailing time on June 25, 2019. Bids will be publicly opened and read aloud at that time.

The project consists of: roof management services, for a 2-year period, including roofing inventory management, emergency leak response, roof inspections, general rooftop housekeeping, preventive maintenance and service, roof recommendations and budgeting, and project specification development and management.

A single stipulated sum bid will be received for all Work.

Contact BLDD Architects for a complete listing of location that have Bid Documents on file or visit [www.bldd.com](http://www.bldd.com) to view project bid documents online.

Copies of the Bid Documents may be obtained at the Decatur Blueprint, 230 West Wood, Decatur, IL 62523, (217) 423-7589, by depositing \$25 per set. ("Central Illinois Builders' Non-Cash Security Method for Request of Documents" will be accepted on this project). Checks shall be made payable to Decatur Public School District #61.

A Bid Bond and Performance and Payment Bond will be required.

The Owner reserves the right to accept or reject any or all offers, or to waive any informalities in the bidding.

The successful bidder must agree to conform to the current rules and regulations of the Fair Employment Practices Commission.

Attention is called to the provisions of Equal Employment Opportunity.

Contractor shall not pay less than the prevailing rates of wages as determined by the Illinois Department of Labor to all laborers, workers and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

No Pre-Bid Conference will be held.

END 00 1116



1. GENERAL

1.1. SECTION INCLUDES

- A. Invitation to Bid
- B. Bid Documents and Contract Documents
- C. Site Assessment
- D. Qualifications
- E. Bid Submission
- F. Bid Enclosures/Requirements
- G. Other Requirements
- H. Offer Acceptance/Rejection

1.2. RELATED SECTIONS

- A. Specified Elsewhere:
  - 1. Section 00 1116 - Invitation to Bid
  - 2. Section 00 4100 - Bid Form
  - 3. Section 01 1000 - Project Summary

2. BID DOCUMENTS AND CONTRACT DOCUMENTS

2.1. DEFINITIONS

- A. Bid Documents: Contract Documents supplemented with Invitation to Bid, Instructions to Bidders, Bid Form, and Bid Securities, identified herein.
- B. Contract Documents: Defined in General Conditions, including issued Addenda.
- C. Bid, Offer, or Bidding: Act of submitting an offer.
- D. Bid Price: Monetary sum identified by the Bidder in the Bid Form.

2.2. AVAILABILITY

- A. Bid Documents may be obtained at Decatur Blue Print Company, 230 West Wood Street, Decatur, IL 62523 (217-423-7589).
  - 1. General Contractors may obtain a maximum of three (3) sets of Bid Documents; Prime Subcontractors may obtain a maximum of two (2) sets; and others may obtain one (1) set of the Bid Documents. Additional sets will be available at cost.



2. Deposit will be refunded to each bidder if Bid Documents are returned complete and in good condition, within 10 days after bid opening. Failure to comply will result in forfeiture of deposit.
- B. Bid Documents are on file and may be viewed at the following locations:
1. [www.bldd.com](http://www.bldd.com)
  2. Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523
  3. BLDD Architects, Inc.  
100 Merchant Street  
Decatur, IL 62523-1217
  4. Central Illinois Plan Room  
Springfield, Illinois 62703  
217/679-1077  
[www.ciplanroom.com](http://www.ciplanroom.com)
  5. Greater Peoria Contractors & Suppliers Assoc.  
1811 West Altorfer Drive  
Peoria, Illinois 61615  
309/692-5710  
[www.gpcsa.org](http://www.gpcsa.org)
  6. McGraw-Hill Construction Dodge  
877/903-1907  
[www.construction.com](http://www.construction.com)
- C. Bid Documents are made available only for the purpose of obtaining offers for this project. Their use does not grant a license for other purposes.

### 2.3. EXAMINATION

- A. Upon receipt of Bid Documents verify that documents are complete. Notify the Architect should the documents be incomplete.
- B. Immediately notify the Architect upon finding any discrepancies or omissions in the Bid Documents.

### 2.4. QUERIES/ADDENDA

- A. Email questions to Architect. Telephone (voice) queries are discouraged.
  1. Email: [carrie.wade@bldd.com](mailto:carrie.wade@bldd.com)
  2. Use the following subject line: DPS Roof Management Program Bid Question".
- B. The Architect will not receive bidder's questions after 5:00 p.m. on Thursday, June 20, 2019 unless the bid opening date is changed by addendum.

- C. Interpretations, corrections, and changes of the Bidding Documents, if required, will be made by Addendum issued during the Bidding period. Interpretations, corrections, and changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon them.
- D. All Addenda become part of the Contract Documents. Include resultant costs in the Bid Price.
- E. Addenda shall be forwarded not later than three days prior to the date fixed for the opening of bids. Addenda will be forwarded to all known holders of Bidding Documents. Failure of any Bidder to receive such addenda shall not relieve such Bidder from any obligation under his Bid as submitted.
- F. Each Bidder shall ascertain prior to submitting Bid that said Bidder has received all Addenda, and shall acknowledge receipt on the Bid Form.

### 3. SITE ASSESSMENT

#### 3.1. SITE EXAMINATION

- A. Bidder shall examine the project site before submitting a Bid.
- B. A visit to the project site may be arranged for Bidders by contacting Steve Kline, Director of Building and Grounds, (217) 362-3531.

### 4. QUALIFICATIONS

#### 4.1. EVIDENCE OF QUALIFICATIONS

- A. To demonstrate qualification for performing the Work of this Contract, Bidders may be requested to submit written evidence of financial position, previous experience, current commitments, license to perform work in the State of Illinois, and other evidence as the Owner may require.
- B. The Owner reserves the right to reject any Bid if the evidence submitted by, or the investigation of, the Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted. The ability of the Bidder to obtain the required Performance and Payment Bond shall not be regarded as the sole test of such Bidders competency or responsibility.

### 5. BID SUBMISSION

#### 5.1. SUBMISSION PROCEDURE

- A. Bids shall be submitted as follows, step-by-step:
  - 1. Bid Form: One copy of the executed offer on the Bid Forms provided, signed and sealed.
    - a. Submit Bid on the Bid Form provided. Bidders are required to complete the Bid Form. All blank spaces for bid amounts shall be filled, using ink or typewritten, with both words and figures. In case of discrepancy, the amount shown in words shall govern. Write "No Bid" on blank spaces where bidder is not bidding.

2. Bid Form Envelope: Insert the executed Bid Form in a closed opaque envelope, clearly identified with Bidder's name, project name and Owner's name on the outside. Seal the envelope.
  3. Double Envelope: Insert the Bid Form Envelope and the requested Bid Security in a large opaque envelope clearly identified with Bidder's name, project name and Owner's name on the outside. Seal the envelope.
- B. Bids signed, executed, and dated shall be received until time and at location indicated in the Invitation to Bid.
1. Bidders shall be solely responsible for the delivery of their Bids in the manner and time prescribed.
  2. Bids received after the beginning of the indicated bid opening time will be returned to the Bidder unopened.
- C. Improperly completed information and/or irregularities in Bid Security, may be cause not to open the Bid Form envelope and to declare the Bid invalid or informal.
- D. Oral, telephonic, telegraphic, facsimile or other electronically transmitted Bids are invalid and shall not receive consideration.
- 5.2. BID INELIGIBILITY
- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
  - B. Bid Forms, Appendices, and enclosures which are improperly prepared may at the discretion of the Owner, be declared unacceptable.
  - C. Failure to provide security deposit, bonding or insurance requirements may at the discretion of the Owner, invalidate the Bid.

## 6. BID ENCLOSURES/REQUIREMENTS

### 6.1. BID SECURITY

- A. Each Bid shall be accompanied by a Bid Security as follows: Bid Bond executed by the Bidder as principal, and having as surety thereon a surety company acceptable to the Owner in the amount of no less than five percent (5%) of the Bid Sum, on a form acceptable to the Owner.
- B. Endorse the Bid Bond in the name of the Owner as obligee, signed and sealed by the Contractor as principal and the Surety.
- C. The Bid Security will be returned to the accepted Bidder after delivery to the Owner of the required Performance and Payment Bond by the accepted Bidder.
- D. After a Bid has been accepted, all securities will be returned to the unsuccessful Bidders.
- E. If no contract is awarded, all Bid Security will be returned.

## 6.2. PERFORMANCE ASSURANCE

- A. Accepted Bidder: Provide a Performance and Payment Bond as described in Document Section 01 1000 – Project Summary.
  - 1. Said bond shall be delivered to the Owner, along with an executed copy of the Contract and a valid certificate of insurance, within ten days after the successful bidder has received Notice of Award of the contract.
- B. Include the cost of performance assurance bonds in the Bid amount and identify the cost when requested by the Owner.

## 6.3. BID FORM SIGNATURE

- A. The Bid Form shall be signed by the Bidder, as follows:
  - 1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
  - 2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
  - 3. Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the Bid is signed by officials other than the President and Secretary of the company, or the President/Secretary/Treasurer of the company, a copy of the by-law resolution of the Board of Directors authorizing them to do so, must also be submitted with the Bid Form in the Bid envelope.
  - 4. Joint Venture: Each party of the joint venture shall execute the Bid Form under their respective seals in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

## 7. OTHER REQUIREMENTS

### 7.1. EQUAL EMPLOYMENT OPPORTUNITY

- A. This contract is conditional upon the requirement that the supplier or contractor of services or the contractor and his subcontractors and all labor organizations furnishing skilled, unskilled, and craft personnel who may perform such labor or services, as the case may be, shall not commit an unfair employment practice in this state as defined in the Fair Employment Practices Act contained in Illinois Revised Statutes 1975, Chapter 48, Section 851-867 inclusive, including any subsequent revisions.

### 7.2. RATE OF WAGES

- A. Contractor shall pay to any laborers, workers, and mechanics as are directly employed by the Contractor in actual construction work on the site of the construction job not less than the prevailing rate of wages in accordance with the schedule determined by the Department of Labor, State of Illinois.

7.3. TAXES

- A. Purchases of building materials for incorporation into the project are exempt from the Illinois Retailer's Occupation and Use Tax (sales tax). The bidders shall therefore exclude such taxes from consideration in preparing bids.

8. OFFER ACCEPTANCE/REJECTION

8.1. DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable for a period of thirty (30) days after the Bid opening date.

8.2. ACCEPTANCE OF OFFER

- A. The Owner reserves the right to accept or reject any or all Bids, or to waive any informalities in the Bidding.
- B. After acceptance by the Owner, the Architect, on behalf of the Owner, will issue a Notice of Award to the successful Bidder.

END 00 2100

# ROOF MANAGEMENT PROGRAM

DECATUR PUBLIC SCHOOL DISTRICT #61  
DECATUR, ILLINOIS

## PROJECT MANUAL

May 31, 2019  
196EX07.200



BLDD ARCHITECTS, INC.  
100 Merchant Street  
Decatur, IL 62523  
(844) 784-4440

PROJECT MANUAL FOR: DPS #61 Roof Management Program

DATE: May 31, 2019

DIVISION	SECTION	TITLE	PAGES
<u>00</u>		<u>PROCUREMENT AND CONTRACT REQUIREMENTS</u>	
	00 1116	Invitation to Bid	00 1116-1-1
	00 2100	Instructions to Bidders	00 2100-1-6
	00 3101	Prevailing Wage Rates	00 3101-1-1
	00 4100	Bid Form	00 4100-1-2
	00 9100	Reserved for Addenda	00 9100
<u>01</u>		<u>GENERAL REQUIREMENTS</u>	
	01 1000	Project Summary	01 1000-1-5
<u>07</u>		<u>THERMAL &amp; MOISTURE PROTECTION</u>	
	07 0150.16	Roof Maintenance Program	07 0150.16-1-8

END TOC

DIVISION 00 - PROCUREMENT AND CONTRACT REQUIREMENTS

Section 00 1116 - Invitation to Bid

Owner: Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

Architect: BLDD Architects, Inc.  
100 Merchant Street  
Decatur, IL 62523-1217  
(844) 784-4440

Contractors are invited to submit an offer to Decatur Public School District #61 for the Roof Management Program. Offers will be received at the Keil Building located at 101 W. Cerro Gordo Street, Decatur, IL before 2:00 p.m. local prevailing time on June 25, 2019. Bids will be publicly opened and read aloud at that time.

The project consists of: roof management services, for a 2-year period, including roofing inventory management, emergency leak response, roof inspections, general rooftop housekeeping, preventive maintenance and service, roof recommendations and budgeting, and project specification development and management.

A single stipulated sum bid will be received for all Work.

Contact BLDD Architects for a complete listing of location that have Bid Documents on file or visit [www.bldd.com](http://www.bldd.com) to view project bid documents online.

Copies of the Bid Documents may be obtained at the Decatur Blueprint, 230 West Wood, Decatur, IL 62523, (217) 423-7589, by depositing \$25 per set. ("Central Illinois Builders' Non-Cash Security Method for Request of Documents" will be accepted on this project). Checks shall be made payable to Decatur Public School District #61.

A Bid Bond and Performance and Payment Bond will be required.

The Owner reserves the right to accept or reject any or all offers, or to waive any informalities in the bidding.

The successful bidder must agree to conform to the current rules and regulations of the Fair Employment Practices Commission.

Attention is called to the provisions of Equal Employment Opportunity.

Contractor shall not pay less than the prevailing rates of wages as determined by the Illinois Department of Labor to all laborers, workers and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

No Pre-Bid Conference will be held.

END 00 1116



1. GENERAL

1.1. SECTION INCLUDES

- A. Invitation to Bid
- B. Bid Documents and Contract Documents
- C. Site Assessment
- D. Qualifications
- E. Bid Submission
- F. Bid Enclosures/Requirements
- G. Other Requirements
- H. Offer Acceptance/Rejection

1.2. RELATED SECTIONS

- A. Specified Elsewhere:
  - 1. Section 00 1116 - Invitation to Bid
  - 2. Section 00 4100 - Bid Form
  - 3. Section 01 1000 - Project Summary

2. BID DOCUMENTS AND CONTRACT DOCUMENTS

2.1. DEFINITIONS

- A. Bid Documents: Contract Documents supplemented with Invitation to Bid, Instructions to Bidders, Bid Form, and Bid Securities, identified herein.
- B. Contract Documents: Defined in General Conditions, including issued Addenda.
- C. Bid, Offer, or Bidding: Act of submitting an offer.
- D. Bid Price: Monetary sum identified by the Bidder in the Bid Form.

2.2. AVAILABILITY

- A. Bid Documents may be obtained at Decatur Blue Print Company, 230 West Wood Street, Decatur, IL 62523 (217-423-7589).
  - 1. General Contractors may obtain a maximum of three (3) sets of Bid Documents; Prime Subcontractors may obtain a maximum of two (2) sets; and others may obtain one (1) set of the Bid Documents. Additional sets will be available at cost.

2. Deposit will be refunded to each bidder if Bid Documents are returned complete and in good condition, within 10 days after bid opening. Failure to comply will result in forfeiture of deposit.
- B. Bid Documents are on file and may be viewed at the following locations:
1. [www.bldd.com](http://www.bldd.com)
  2. Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523
  3. BLDD Architects, Inc.  
100 Merchant Street  
Decatur, IL 62523-1217
  4. Central Illinois Plan Room  
Springfield, Illinois 62703  
217/679-1077  
[www.ciplanroom.com](http://www.ciplanroom.com)
  5. Greater Peoria Contractors & Suppliers Assoc.  
1811 West Altorfer Drive  
Peoria, Illinois 61615  
309/692-5710  
[www.gpcsa.org](http://www.gpcsa.org)
  6. McGraw-Hill Construction Dodge  
877/903-1907  
[www.construction.com](http://www.construction.com)
- C. Bid Documents are made available only for the purpose of obtaining offers for this project. Their use does not grant a license for other purposes.

### 2.3. EXAMINATION

- A. Upon receipt of Bid Documents verify that documents are complete. Notify the Architect should the documents be incomplete.
- B. Immediately notify the Architect upon finding any discrepancies or omissions in the Bid Documents.

### 2.4. QUERIES/ADDENDA

- A. Email questions to Architect. Telephone (voice) queries are discouraged.
  1. Email: [carrie.wade@bldd.com](mailto:carrie.wade@bldd.com)
  2. Use the following subject line: DPS Roof Management Program Bid Question".
- B. The Architect will not receive bidder's questions after 5:00 p.m. on Thursday, June 20, 2019 unless the bid opening date is changed by addendum.

- C. Interpretations, corrections, and changes of the Bidding Documents, if required, will be made by Addendum issued during the Bidding period. Interpretations, corrections, and changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon them.
- D. All Addenda become part of the Contract Documents. Include resultant costs in the Bid Price.
- E. Addenda shall be forwarded not later than three days prior to the date fixed for the opening of bids. Addenda will be forwarded to all known holders of Bidding Documents. Failure of any Bidder to receive such addenda shall not relieve such Bidder from any obligation under his Bid as submitted.
- F. Each Bidder shall ascertain prior to submitting Bid that said Bidder has received all Addenda, and shall acknowledge receipt on the Bid Form.

### 3. SITE ASSESSMENT

#### 3.1. SITE EXAMINATION

- A. Bidder shall examine the project site before submitting a Bid.
- B. A visit to the project site may be arranged for Bidders by contacting Steve Kline, Director of Building and Grounds, (217) 362-3531.

### 4. QUALIFICATIONS

#### 4.1. EVIDENCE OF QUALIFICATIONS

- A. To demonstrate qualification for performing the Work of this Contract, Bidders may be requested to submit written evidence of financial position, previous experience, current commitments, license to perform work in the State of Illinois, and other evidence as the Owner may require.
- B. The Owner reserves the right to reject any Bid if the evidence submitted by, or the investigation of, the Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted. The ability of the Bidder to obtain the required Performance and Payment Bond shall not be regarded as the sole test of such Bidders competency or responsibility.

### 5. BID SUBMISSION

#### 5.1. SUBMISSION PROCEDURE

- A. Bids shall be submitted as follows, step-by-step:
  - 1. Bid Form: One copy of the executed offer on the Bid Forms provided, signed and sealed.
    - a. Submit Bid on the Bid Form provided. Bidders are required to complete the Bid Form. All blank spaces for bid amounts shall be filled, using ink or typewritten, with both words and figures. In case of discrepancy, the amount shown in words shall govern. Write "No Bid" on blank spaces where bidder is not bidding.

2. Bid Form Envelope: Insert the executed Bid Form in a closed opaque envelope, clearly identified with Bidder's name, project name and Owner's name on the outside. Seal the envelope.
  3. Double Envelope: Insert the Bid Form Envelope and the requested Bid Security in a large opaque envelope clearly identified with Bidder's name, project name and Owner's name on the outside. Seal the envelope.
- B. Bids signed, executed, and dated shall be received until time and at location indicated in the Invitation to Bid.
1. Bidders shall be solely responsible for the delivery of their Bids in the manner and time prescribed.
  2. Bids received after the beginning of the indicated bid opening time will be returned to the Bidder unopened.
- C. Improperly completed information and/or irregularities in Bid Security, may be cause not to open the Bid Form envelope and to declare the Bid invalid or informal.
- D. Oral, telephonic, telegraphic, facsimile or other electronically transmitted Bids are invalid and shall not receive consideration.
- 5.2. BID INELIGIBILITY
- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
  - B. Bid Forms, Appendices, and enclosures which are improperly prepared may at the discretion of the Owner, be declared unacceptable.
  - C. Failure to provide security deposit, bonding or insurance requirements may at the discretion of the Owner, invalidate the Bid.

## 6. BID ENCLOSURES/REQUIREMENTS

### 6.1. BID SECURITY

- A. Each Bid shall be accompanied by a Bid Security as follows: Bid Bond executed by the Bidder as principal, and having as surety thereon a surety company acceptable to the Owner in the amount of no less than five percent (5%) of the Bid Sum, on a form acceptable to the Owner.
- B. Endorse the Bid Bond in the name of the Owner as obligee, signed and sealed by the Contractor as principal and the Surety.
- C. The Bid Security will be returned to the accepted Bidder after delivery to the Owner of the required Performance and Payment Bond by the accepted Bidder.
- D. After a Bid has been accepted, all securities will be returned to the unsuccessful Bidders.
- E. If no contract is awarded, all Bid Security will be returned.

## 6.2. PERFORMANCE ASSURANCE

- A. Accepted Bidder: Provide a Performance and Payment Bond as described in Document Section 01 1000 – Project Summary.
  - 1. Said bond shall be delivered to the Owner, along with an executed copy of the Contract and a valid certificate of insurance, within ten days after the successful bidder has received Notice of Award of the contract.
- B. Include the cost of performance assurance bonds in the Bid amount and identify the cost when requested by the Owner.

## 6.3. BID FORM SIGNATURE

- A. The Bid Form shall be signed by the Bidder, as follows:
  - 1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
  - 2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
  - 3. Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the Bid is signed by officials other than the President and Secretary of the company, or the President/Secretary/Treasurer of the company, a copy of the by-law resolution of the Board of Directors authorizing them to do so, must also be submitted with the Bid Form in the Bid envelope.
  - 4. Joint Venture: Each party of the joint venture shall execute the Bid Form under their respective seals in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

## 7. OTHER REQUIREMENTS

### 7.1. EQUAL EMPLOYMENT OPPORTUNITY

- A. This contract is conditional upon the requirement that the supplier or contractor of services or the contractor and his subcontractors and all labor organizations furnishing skilled, unskilled, and craft personnel who may perform such labor or services, as the case may be, shall not commit an unfair employment practice in this state as defined in the Fair Employment Practices Act contained in Illinois Revised Statutes 1975, Chapter 48, Section 851-867 inclusive, including any subsequent revisions.

### 7.2. RATE OF WAGES

- A. Contractor shall pay to any laborers, workers, and mechanics as are directly employed by the Contractor in actual construction work on the site of the construction job not less than the prevailing rate of wages in accordance with the schedule determined by the Department of Labor, State of Illinois.

7.3. TAXES

- A. Purchases of building materials for incorporation into the project are exempt from the Illinois Retailer's Occupation and Use Tax (sales tax). The bidders shall therefore exclude such taxes from consideration in preparing bids.

8. OFFER ACCEPTANCE/REJECTION

8.1. DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable for a period of thirty (30) days after the Bid opening date.

8.2. ACCEPTANCE OF OFFER

- A. The Owner reserves the right to accept or reject any or all Bids, or to waive any informalities in the Bidding.
- B. After acceptance by the Owner, the Architect, on behalf of the Owner, will issue a Notice of Award to the successful Bidder.

END 00 2100

DIVISION 00 – PROCUREMENT AND CONTRACT REQUIREMENTS

Section 00 3101 – Prevailing Wage Rates

1. GENERAL

1.1. WORK INCLUDES

- A. This contract calls for the construction of a “public work” within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130. The Act requires contractors and subcontractors to pay all laborers, workers, and mechanics performing services on public works projects no less than the “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. Each contractor and subcontractor rendering services under this contract must comply with all requirements of this Act. Each contractor and subcontractor shall keep records of the prevailing wages paid to their employees, submit a monthly certified payroll to DPS #61, and make such records available to DPS #61 for inspection upon 7 business days’ notice.

For information regarding the current prevailing wage rates for Macon County, Illinois can be found at:  
<https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/2018-Rates.aspx>

Prevailing wage rates change periodically. Contractor shall verify and revise the prevailing wages on a regular basis.

2. PRODUCTS

Not Used

3. EXECUTION

Not Used

END 00 3101

DIVISION 00 - PROCUREMENT AND CONTRACT DOCUMENT  
Section 00 4100 - Bid Form

To: Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

Project: Roof Management Program  
Decatur Public School District #61

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

Submitted by:  
(full name)

\_\_\_\_\_

(full address)

\_\_\_\_\_

\_\_\_\_\_

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by BLDD Architects, Inc., Architect for the above mentioned project, we, the undersigned, hereby offer to enter into a contract to perform the Work for:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

- A. Base Bid: All work associated with the Roof Managmenet Program for the contract sum of:

\_\_\_\_\_ Dollars (\$\_\_\_\_\_).

All federal taxes, State of Illinois taxes, and local municipal taxes as applicable are included in the Bid Sum.

Purchasing of building materials for incorporation into the project is exempt from the Illinois Retailer's Occupation and Use Tax (sales tax) and therefore such tax shall be excluded from the Bid Sum.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B. Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Supplementary Conditions.



- C. Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Supplementary Conditions.
- D. Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Bid Security shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

### 3. CONTRACT TIME

Contractor will provide the Owner with services specified for period of 24 months beginning on August 1, 2019.

### 4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

### 5. BID FORM SIGNATURE(S)

The Corporate Seal of

\_\_\_\_\_  
(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

was hereunto affixed in the presence of:

\_\_\_\_\_  
(Authorized signing officer)

\_\_\_\_\_  
(Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer)

\_\_\_\_\_  
(Title)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END 00 4100

1. GENERAL

1.1. WORK INCLUDES

- A. Work covered by contract documents: roof management services for a two year period, including roofing inventory management, emergency leak response, roof inspections, general rooftop housekeeping, preventive maintenance and service, roof recommendations and budgeting, and project specification development and management.

1.2. DEFINITIONS. The following terms are used throughout the contract documents. The work will be governed in accord with the definitions.

- A. Fabricated: "Fabricated" pertains to items specifically assembled or made of selected materials or components to meet individual design requirements.
- B. Manufactured: "Manufactured" means standard units, usually mass produced by an established manufacturer of the respective item.
- C. Provide: "Provide" means furnish and install.
- D. Shop fabricated or shop made: "Shop fabricated or shop made" refers to items made by the Contractor in his own shop.

1.3. CONTRACT

- A. Basis of Design: Tremcare Gold Service Agreement / Weatherproofing Technologies, Inc.
- B. Provide Contractor's standard maintenance agreement with terms, conditions, and obligations specified below and per Section 07 0150.16.

1. Owner's responsibilities

- a. Follow good roofing practices including roof care and maintenance.
- b. Removal and discharge of chemical or other manufacturing or industrial pollution.
- c. Additional cleaning, if scheduled cleaning is insufficient to maintain roof integrity.
- d. Report leaks within twenty-four hours of when a leak is or reasonably should have been discovered.

2. Exclusions and limitations

- a. Excludes any repair of damage caused, in whole or in part, by any of the following:
  - 1) Natural disasters/occurrences or Acts of God, including but not limited to, damage caused by lightning, hailstorms, floods, gale force winds (34 mph or greater), tornadoes, earthquakes, fire or animals.
  - 2) Any intentional or negligent act on the part of the Owner or third party including, but not limited to, misuse or abuse of the roofing surface, storage of or discharge of materials, chemical or effluent on the roof, penetration of the roofing surface, or failure to follow good roofing practices.

- 3) Faulty original construction or design of non-roofing surfaces building components, including parapet walls, copings, chimneys, skylight, vents or roof deck.
- 4) Any condition in the roofing surface not reasonably discoverable from Contractor's initial visual inspection.
- 5) Building settlement, deteriorations, cracking or failure of any component of the roof toher than the roofing surface, including but not limited to, water infiltration or condensation of moisture in, through or around walls, copings, underlying structure, hardware or equipment.

3. Other terms

- a. Owner agrees it issue full payment within thirty days of invoice.
- b. Each party has the right to cancel the agreement, with or without cause, upon thirty days written notice to the other party. If termination is without cause by the Contractor, Owner may be eligible for a refund of a pro-rated portion.

C. Contractor's Liability Insurance

1. The insurance coverage required here-in-under shall be the minimum amounts maintained by the Contractor and Subcontractors until all Work is completed and accepted by the Owner.

a. Workers Compensation

- 1) State: Statutory
- 2) Applicable Federal: Statutory
- 3) Employer's Liability:
  - a) \$500,000 per Accident
  - b) \$500,000 Occupational Disease – Each Employee
  - c) \$500,000 Policy Limit

b. Commercial General Liability

- 1) Each Occurrence \$1,000,000
- 2) Products/Completed Operations Aggregate \$2,000,000
- 3) Personal/Advertising Injury \$1,000,000
- 4) General Aggregate \$2,000,000
- 5) Policy shall include:
  - a) Premises - Operations
  - b) Independent Contractors Liability (Subcontractors)
  - c) Products and Completed Operations: Maintained for minimum of one year after date of final Certificate for Payment, in full amount of the limits specified above.
  - d) Contractual Liability
  - e) Coverage for explosion (x), collapse (c) and underground (u).

- 6) The Commercial General Liability policy shall include a contractual liability endorsement insuring the indemnity required by the contract. The indemnities shall be named as additional insureds on the Contractor's Commercial General Liability policy using Form CG 20 10 or its equivalent. The additional insured endorsement shall provide the following:
  - a) That the coverage afforded the additional insureds will be primary insurance for the additional insureds with respect to claims arising out of operations performed by or on behalf of the contractor.
  - b) That if the additional insureds have other insurance which is applicable to the loss, such other insurance will be on an excess or contingent basis,
  - c) That the amount of the company's liability under the insurance policy will not be reduced by the existence of such other insurance, and
  - d) That the additional insureds will not be given less than 30 days prior written notice of any cancellation thereof.
  - e) The Contractor will furnish a Certificate of Insurance evidencing the foregoing.
- c. Business Auto Liability (including owned, non-owned and hired vehicles).
  - 1) Bodily Injury
 

a) \$ 500,000	Per Person
b) \$ 1,000,000	Per Accident
  - 2) Property Damage \$ 500,000 Per Accident
  - 3) Combined Single Limit Bodily Injury and Property Damage \$ 1,000,000
- d. Umbrella
  - 1) If the Contractor's Workers Compensation, Commercial General Liability and Business Auto policies do not have these minimum limits, an Umbrella policy, written in an insurance company acceptable to the Owner, may be used to meet the minimum limits required.
  - 2) Umbrella Excess Liability (in addition to primary coverage): \$1,000,000 Per Occurrence and \$1,000,000 Aggregate.
- e. The following parties shall be included as Additional Insureds on all Contractor's and Subcontractor's Certificates of Insurance:
  - 1) Decatur Public School District #61
  - 2) BLDD Architects, Inc.

D. Performance and Payment Bond

1. The Contractor shall provide and pay for a Performance Bond and a Payment Bond in the full amount of the contract. The surety of the bond shall be satisfactory to the Owner and shall be provided on the forms provided in the project manual."

2. The Bonds shall include the provisions that the surety will fully reimburse and repay the Owner all costs, damages, attorney fees, and other expenses which the Owner may incur in making good any default by the Contractor, including any default based upon failure of the Contractor to furnish maintenance, repairs or replacements for any period of time after the work is completed, as provided for in the contract documents."

#### 1.4. CONTRACTOR USE OF PREMISES

##### A. Confine operations at site to areas permitted by:

1. Law
2. Permits
3. Contract
4. Drawings
5. Owner's representative
  - a. Confer with Owner's representative and obtain full knowledge of all site rules and regulations affecting work.
  - b. Conform to site rules and regulations while engaged in project construction.
  - c. Site rules and regulations take precedence over others that may exist outside such jurisdiction.
  - d. Employee list: The Owner's representative may examine Contractor's list of employees, including those of his subcontractors and their agents.
  - e. Vehicle use: Rigidly enforce the following:
    - 1) Keep all vehicles, mechanized or motorized equipment locked at all times when parked and unattended on the Owner's premises.
    - 2) Parking: Permitted only in areas designated by Drawings.

##### B. Do not unreasonably encumber site with materials or equipment.

##### C. Do not load structures with weight that will endanger structure.

##### D. Assume full responsibility for protection and safekeeping of products stored on premises.

##### E. Move all stored products or equipment which interfere with operations of the Owner.

##### F. Obtain and pay for use of additional storage or work area needed for operations.

##### G. Use of Site: Confine operations at site to areas as designated by Contract Documents. Do not disturb portions of Project site beyond areas in which the Work is indicated.

##### H. Fire Protection:

1. Fires: Contractor shall prohibit the lighting of fires about the premises and use due diligence to see that refuse and such not be burned at the construction site. Promptly remove all refuse and such from the site for legal disposal. Prevent the accumulation of combustibles on the site or within the building.
2. Welding and cutting: It shall be the responsibility of each contractor to take precautionary measures to prevent fire.

3. Heaters: The heaters in Contractor's job offices shall be properly installed to protect combustible walls, floors, and roof. Salamander heaters or other types of open flame heaters shall not be used except with the special permission of Owner, and then only when such heaters are maintained under constant supervision.
  4. Flammables: Gasoline and other fuels shall be kept and handled in accord with NFPA and in UL listed and labeled safety cans, and shall be stored away from hazardous work areas.
- I. Smoking inside of the existing building, including those areas associated with the work of this contract, will not be permitted. Smoking on the premises outside of the building will also not be permitted. Construction personnel, with the permission of the Contractor, may smoke in the construction trailer, provided:
1. The Architect and the Owner have no objections.
  2. Smoking is confined to the Contractor use areas only - not in the areas used and/or occupied by the Architect or the Owner's Representative.

1.5. HAZARDOUS MATERIALS

- A. No asbestos containing materials, lead based paints, or other hazardous materials shall be furnished or installed in this work.

1.6. OWNER OCCUPANCY

- A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations.
1. Coordination: Coordinate operations that may result in high levels of noise and vibration, odors, utility outages, or other disruption to the Owner's operations.
    - a. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.
  2. Egress: Unless otherwise indicated, egress from all Owner occupied areas shall be maintained at all times.

END 01 1000

1. GENERAL

1.1. SCOPE OF WORK

- A. Furnish equipment, personnel, materials and all related components to provide a roof maintenance service to the specified buildings as outlined herein. Except where specifically enumerated otherwise, all services will be provided on a scheduled annual basis.
- B. Work includes:
  - 1. Roofing inventory management
  - 2. Emergency leak response
  - 3. Roof inspections
  - 4. General rooftop housekeeping
  - 5. Preventive maintenance and service program
  - 6. Roof recommendations and budgeting
  - 7. Project specification development and management
  - 8. Enter and manage data via internet-based service
  - 9. Provide the Owner with the following additional roof related services. These items will be priced separately, on a job-by-job basis, and are not to be included in the base bid for the Roof Management Program:
    - a. Moisture (infrared) surveys
    - b. Roof core analysis
    - c. Fastener pull test
    - d. Wind uplift calculations
    - e. Asbestos core testing
- C. In circumstances when additional roofing work is required beyond preventive maintenance and remedial repair, the Roofing Manager should be able to provide roof replacement consulting services for Owner-approved projects.

1.2. QUALITY ASSURANCE

- A. Provider qualifications:
  - 1. Maintain ISO 9001-2000 certification.
  - 2. Pass and maintain annual Building Owner Policy certification for all on-site employees.
  - 3. Pass and maintain all site safety requirements and orientation classes for all on-site employees.
  - 4. Be in business for a minimum of ten (10) years.
  - 5. Provide a reference list of customers with similar scope who have purchased this service.
  - 6. Provide evidence of database storage of information to document condition of roofing system with time.
  - 7. Submit copies of inspection forms used to gather data.
  - 8. Submit sample copies of reports.
  - 9. Maintain existing roofing manufacturer's warranties.
  - 10. Be approved by the Owner.

### 1.3. WARRANTY

- A. Contractor shall issue Owner a guarantee against defective workmanship and materials for a period of one (1) year for all repairs performed as part of this contract, effective upon completion of work.

## 2. PRODUCTS

### 2.1. GENERAL REQUIREMENTS

- A. Comply with quality control, references, specification and manufacturer's data.
- B. Products containing asbestos are prohibited on this project. Use only asbestos free products.

### 2.2. ROOFING MATERIALS

- A. General: Material and system properties shall be in accordance with roof industry standard repair and maintenance guidelines.
- B. Material shall be designed for use on their appropriate system type (EPDM, TPS, foam, BUR, metal, etc.)

## 3. EXECUTION

### 3.1. GENERAL WORKMANSHIP

- A. All work performed by the roofing contractor/subcontractor shall conform to this specification and shall be in accordance with roofing industry standard practice.

### 3.2. ROOF INSPECTION REPORT

- A. Provide detailed roof top inspection and summary of roof conditions for each roof section covered under this agreement including, but not limited to the following:
  - 1. Existing conditions of all roof areas:
    - a. Roof system construction:
      - 1) Existing roof type and material
      - 2) Type and number of roof plies
      - 3) Type and extent of roof membrane defects
      - 4) Deck type
      - 5) Deck thickness where possible
      - 6) Deck condition where accessible
      - 7) Vapor retarder type
      - 8) Base sheet type and attachment
      - 9) Insulation type, thickness, and condition
      - 10) Insulation attachment method
      - 11) Number of roofs on the system
      - 12) Roof cores shall be extracted, where not prevented by construction or existing warranties.



- b. Perimeter details:
  - 1) Perimeter edge
  - 2) Edge flashing detail
  - 3) Parapet walls
  - 4) Parapet wall coatings
  - 5) Coping
  - 6) Coping joints
  - 7) Wall flashings
  - 8) Reglets
- c. Surface mounted equipment and projections quantity and condition:
  - 1) Soil stacks and flashings
  - 2) Skylights and sky domes and flashings
  - 3) Hatch covers and flashings
  - 4) Chimneys and flashings
  - 5) HVAC equipment and flashings
  - 6) Water cooling towers and flashings
  - 7) Vents and flashings
  - 8) Sign bases and guy wires and flashings
  - 9) Conduit and pipe and flashings
  - 10) Drains and flashings
  - 11) Other pertinent projections or equipment
- d. Expansion/control joints construction and condition
- e. Visible roof characteristics:
  - 1) Debris
  - 2) Vegetation
  - 3) Water removal system
  - 4) Ponded water
  - 5) Areas of erosion
- f. Measure the size of each building and roof area and report on the drawings (draw in CAD):
  - 1) Determine the square footage
  - 2) Location of core samples
- g. Gather and report relevant building information as follows:
  - 1) Facility name
  - 2) Address
  - 3) Roof designation
  - 4) Sensitivity to leakage
  - 5) Roof accessibility
  - 6) Roof leaks
  - 7) Height of roof(s)

- h. Gather and report relevant warranty and history information as follows:
      - 1) Warranty documents
      - 2) Contractor's warranties
  - B. Provide an Executive Summary of the Roofing Inventory Audit.
  - C. Every roof will be reported on individually, summarizing all of the observations on each roof made during the inspection phase.
  - D. A minimum of four (4) color photographs per roof area showing conditions affecting roof performance.
  - E. A report identifying all recommendations in order of priority, the year the work is expected to commence and the approximate budget for each recommendation in 2019 dollars. The recommendations will span a minimum of five (5) year period ending in 2024. The report shall detail the total inventory of roofs and include in the analysis total square footage and replacement value.
  - F. A report outlining the preliminary roof repairs, if any, that needs to be undertaken by the Owner prior to commencement of another bi-annual or annual Preventive Maintenance and Service Inspection. An estimate of the cost to complete such work will be included in the report.
  - G. All inspection and maintenance information and reporting shall be reported in a web browser based database program.
    - 1. Program shall be capable of modification by individuals authorized by Owner.
    - 2. Program shall be capable of view only access to individuals authorized by Owner.
    - 3. Program shall be accessible from computers with the following:
      - a. Windows 98 second edition or later operating system
      - b. Pentium III processor or more advanced
      - c. 128 MB RAM or larger
      - d. MS Internet Explorer version 5.5 or more recent
      - e. High speed Internet access DSL or cable modem, etc.
      - f. 250 MB free hard drive space or more
    - 4. The Roofing Manager shall be prepared, as part of their contractual obligations, to support and update this computer information system as required. Any and all annual costs that may be associated with keeping the information system up to date should be included as part of the Preventive Maintenance and Service Program.
  - H. Roof inspections do not include:
    - 1. Visual inspection for internal or latent water damage or mold growth.
    - 2. Detection or identification of mold or other latent conditions.
    - 3. Water damage to the building or any building component other than the roofing surface.
- 3.3. TOLL FREE 1-800 TELEPHONE LEAK REPORTING AND TRACKING SYSTEM
- A. Provide a toll free 1-800 telephone number to Owner to report any roof leaks that may occur between inspections.

- B. The 1-800 telephone number will be in operation 24 hours a day, 7 days a week.
- C. Roofing Manager will provide Owner with a 48-hour or less, on-site response to the reported leak.
- D. Roofing Manager will monitor all leak events and provide reports as follows:
  - 1. Date leak call was reported.
  - 2. Date of leak repair dispatch and on-site arrival.
  - 3. Reported leak location and who was dispatched.
  - 4. Description of repair.

#### 3.4. STORM INSPECTION AND REPORTING

- A. Per the owner's request within twenty-four hours after severe storms (those excluded from typical warranty coverage, i.e., hurricane, tornado, etc.), Roofing Manager will complete a walkover visual roof inspection, noting any conditions that may affect the performance of the roof system.
- B. Roofing Manager shall advise Owner of any potential damage that may have occurred to the roof system or related components, due to the presence of severe weather.
- C. Roofing Manager shall provide Owner with a written summary of field observations.

#### 3.5. LEAK INSPECTION AND REPORTING

- A. Upon receipt of a Work Order for leak investigation, Roofing Manager will quickly dispatch a qualified technician to investigate and recommend necessary repairs.
- B. Recommendation to be entered in Owner's Work Order system and database, along with description of issue, scope of work for correction, estimated man days and budget for repair.
- C. If leak analysis is beyond the scope of the inspecting technician, Roofing Manager is to coordinate with Owner-approved specified trade contractor (plumber, HVAC, etc.) to provide investigation information, location, Work Order, and other pertinent information to assist in correction of the issue.

#### 3.6. ANNUAL ROOF TOP HOUSEKEEPING

- A. Inspect roof membrane, drains, gutters and scuppers for debris.
- B. Remove, bag and properly dispose of debris from the roof membrane, drains, gutters and scuppers in Owner provided waste receptacles.
- C. Housekeeping does not include removal of obsolete HVAC components, any construction materials left by other trades and other equipment left on the roof.

#### 3.7. ANNUAL ROOF PREVENTIVE MAINTENANCE

- A. Metal edge flashing components
  - 1. Inspect related roofing component.
  - 2. Incidental tears, splits and breaks in the membrane flashing shall be repaired with appropriate compatible repair mastics and membranes.

3. Incidental open flashing strip-ins will be repaired with appropriate compatible repair mastics and membranes.
4. Metal edge cleats and clips will be re-secured.
5. Periodic exposed fasteners will be re-seated and re-sealed.

B. Parapet wall and counterflashing systems

1. Inspect related roofing component.
2. Incidental tears, splits and breaks in the membrane flashing shall be repaired with appropriate compatible repair mastics and membranes.
3. Incidental open flashing strip-ins will be repaired with appropriate compatible repair mastics and membranes.
4. Incidental breaks, tears and splits in flashing strip-ins will be repaired with appropriate compatible repair mastics and membranes.
5. Coat periodic exposed reinforcing membranes with approved mastics.
6. Periodic exposed fasteners will be re-seated and re-sealed.
7. Voids in termination bars, counterflashings, and parapet caps will be cleaned and re-sealed.
8. Re-secure termination bars and counterflashings.
9. Dress reflective coatings on flashings.
10. Check and re-secure loose metal coping caps to cleats.

C. Equipment and projection flashing components

1. Inspect related roofing component.
2. Incidental tears, splits and breaks in the membrane flashing shall be repaired with appropriate compatible repair mastics and membranes.
3. Incidental open flashing strip-ins will be repaired with appropriate compatible repair mastics and membranes.
4. Coat periodic exposed reinforcing membranes with approved mastics.
5. Periodic exposed fasteners will be re-seated and re-sealed.
6. Unsecured roof top equipment will be secured where possible during inspection.
7. Re-secure termination bars and counterflashings.
8. Pitch pocket details will be refilled and topped off.
9. Dress reflective coating on flashings.
10. Metal projections (hoods and clamps) will be checked and re-sealed.

D. Roof membrane preventive maintenance and repair

1. Inspect related roofing component.
2. Incidental tears, splits and breaks in the membrane shall be repaired with appropriate compatible repair mastics and membranes.
3. Incidental open flashing strip-ins will be repaired with appropriate compatible repair mastics and membranes.
4. Incidental breaks, tears and splits in membrane will be repaired with appropriate compatible repair mastics and membranes.
5. Coat periodic exposed reinforcing membranes with approved mastics.
6. Periodic exposed fasteners will be re-seated and re-sealed.
7. Voids in termination bars, counterflashings, and parapet caps will be cleaned and re-sealed.
8. All membrane repairs will follow Manufacturer's written repair and maintenance guidelines.
9. Roof surface coatings are excluded from this agreement.

- E. Drains, gutters and scuppers
  - 1. Inspect related roofing component.
  - 2. Check and re-secure drain bolts and clamping rings.
  - 3. Advise owner of missing drain dome strainers.
  - 4. Check strip-ins around drain leads and coat with approved mastic.
  - 5. Check gutter straps, joints and strip-ins.
  - 6. Check inside and exterior of scuppers for open solder or caulking seals.

### 3.8. MEMBRANE REPAIRS

- A. All membrane repairs shall conform to this specification and shall be in accordance with Roofing Industry standard repair and maintenance guidelines.
- B. Membrane defects, including but not limited to blisters which threaten the roof integrity, buckles, splits, unadhered felt edges, fish mouths, holidays, voids, ridging and picture framing, shall be repaired as necessary.
- C. As this specification is for maintenance, the repairs listed will be limited to those which maintain the roof in its present general condition. It is not the intent of the specification to include the following:
  - 1. Repairs or maintenance of any building component other than the roofing surface.
  - 2. Remediation, detection or abatement of mold.
  - 3. Repairs which substantially upgrade the roof's condition.

### 3.9. ANALYSIS OF MEMBRANE FOR BUDGET DEVELOPMENT

- A. Roofing Manager to assist Owner's personnel in the analysis of roof membrane systems with a focus on cost-effective long-term solutions.
- B. Roofing Manager will provide options for repair, restoration and/or replacement of roof various membranes. Knowledge of all types of roof systems (single-ply, built-up, transite, metal, foam, etc.) is critical as all types are present on the site.
- C. Roofing Manager to work with Owner-selected application contractor to provide accurate budgets for recommended work.

### 3.10. PROJECT DEVELOPMENT AND MANAGEMENT

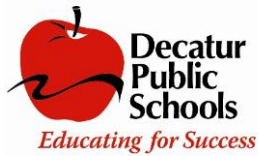
- A. Roofing Manager to provide application specifications for Owner-approved roofing contractor to repair/restore/replace recommended roof systems.
- B. Roofing Manager to provide qualified and Owner-approved, job site inspectors to watch and advise on installation of recommended roof system.
- C. Roofing Manager to provide qualified and Owner-approved, job site inspector to provide final inspection of newly installed roof system. Inspector shall be approved by the Roof System's Manufacturer as qualified to sign off on their warranted projects.

### 3.11. SCHEDULE OF INCLUDED BUILDINGS

A. Number of roof sections and estimated square footage as follows:

<b>BUILDING #</b>	<b>BUILDING</b>	<b>ROOF SECTIONS</b>	<b>SQUARE FOOTAGE</b>
1	Keil Building, District Office	2	5,480
3	Boland Professional Development	9	10,500
8	Buildings and Grounds	7	12,825
8	Garage	2	7,700
8	Warehouse (Annex Building)	4	21,160
8	Truck Storage	1	6,700
11	Garfield (John Adams Elementary)	3	31,700
12	Dennis Elementary	10	23,000
18	Enterprise Elementary	6	20,000
21	French Stem Academy	8	17,000
22	Benjamin Franklin Elementary	4	33,500
33	William Harris Elementary	11	48,600
42	E.J. Muffley Elementary	8	36,300
49	Parsons	4	39,300
50	Pershing Early Learning	12	39,500
60	South Shores Elementary	7	41,240
72	Hope Academy	13	97,500
75	Thomas Jefferson	14	83,000
81	Stephen Decatur Middle	21	162,750
82	Eisenhower High	28	147,000
85	MacArthur High	28	151,000
99	Alt. Ed. (Cadillac)	4	10,610
99	Alt. Ed. (Coke)	2	24,885
99	Macon-Piatt Special Education	1	5,680
<b>Total</b>		<b>209</b>	<b>1,077,020</b>

END 07 0150.19



## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Macon-Piatt Special Education District FY20 Budget Adoption
<b>Initiated By:</b> Kathy Horath, Director of Macon-Piatt Special Education	<b>Attachments:</b> Macon-Piatt Special Education Tentative Budget and Budget Presentation
<b>Reviewed By:</b> Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

The Macon-Piatt Special Education District budget is developed to provide services for students with special needs within the twelve cooperative school districts. There are approximately 2900 students with special needs being served throughout the cooperative. Eligible students are offered a variety of programs and services to ensure access to a free and appropriate public education in the least restrictive environment.

### **CURRENT CONSIDERATIONS:**

The tentative budget amounts are projections for revenue and expenditures for the 2019 - 2020 fiscal year. The Macon-Piatt Special Education District Tentative FY20 Budget has been available for review at the Decatur Public Library, the Macon-Piatt Administrative Office, the Keil Building, and on the MPSED website for 30 days beginning Wednesday, July 10, 2019.

### **FINANCIAL CONSIDERATIONS:**

The FY20 budget reflects the anticipated operating cost for the Macon-Piatt Special Education District.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests the Board of Education to approve the Macon-Piatt Special Education District FY20 Budget as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## 2019-2020 BUDGET SUMMARY

### ALL FUNDS

	FUND BALANCE 6/30/2018	PRE AUDIT FUND BALANCE 6/30/2019	2019-20 BUDGET REVENUE	2019-20 BUDGET EXPENDITURES	2019-20 BUDGET NET	ESTIMATED FUND BALANCE 6/30/2020
MACON-PIATT SPECIAL ED DIST	<u>\$ 3,875,617</u>	<u>\$ 4,010,874</u>	<u>\$ 17,781,788</u>	<u>\$ 17,781,788</u>	<u>\$ -</u>	<u>\$ 4,010,874</u>



**MACON PIATT SPECIAL EDUCATION DISTRICT**

		<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>REVENUE</b>						
Tuition		\$ 15,321,977	\$ 7,064,941	\$ 12,228,365	\$ 14,257,920	\$ 15,137,584
State Aid		2,657,017	1,977,422	3,263,319	1,433,228	1,433,228
Federal Aid		6,330,123	5,854,006	6,416,786	5,830,333	1,085,976
Other		80,952	90,027	128,452	125,000	125,000
<b>TOTAL REVENUE</b>		<b>\$ 24,390,069</b>	<b>\$ 14,986,396</b>	<b>\$ 22,036,922</b>	<b>\$ 21,646,481</b>	<b>\$ 17,781,788</b>
<b>EXPENDITURES</b>						
<b>By Object:</b>						
Salaries		\$ 17,095,342	\$ 10,594,856	\$ 11,008,149	\$ 11,685,405	\$ 11,665,620
Employee Benefits		6,351,700	4,842,025	4,470,420	4,480,141	4,257,888
Purchased Services		720,214	661,415	900,211	1,186,549	1,166,880
Supplies & Materials		158,380	173,575	154,115	281,419	217,400
Capital Outlay		27,427	-	10,337	25,000	1,500
Other (including tuition)		247,706	631,613	4,907,977	3,947,967	432,500
Non-Capitalized Equipment		30,792	21,140	23,055	40,000	40,000
Termination Benefits		7,525	921	-	-	-
<b>TOTAL EXPENDITURES</b>		<b>\$ 24,639,086</b>	<b>\$ 16,925,545</b>	<b>\$ 21,474,264</b>	<b>\$ 21,646,481</b>	<b>\$ 17,781,788</b>
<b>By Program:</b>						
Administrative	(0810, 4625)	\$ 1,377,868	\$ 1,591,743	\$ 2,395,332	\$ 1,828,176	\$ 2,333,731
Administration Support	(0880)	1,076,754	997,584	1,021,349	1,269,602	2,142,901
Visually Impaired	(0811)	142,442	163,632	166,869	179,670	432,089
Hearing Impaired	(0812)	97,362	212,564	214,524	223,896	301,435
SED	(0815)	1,007,657	1,186,955	1,338,983	1,696,298	1,542,844
Early Childhood	(0820)	854,367	986,648	1,448,697	1,357,300	1,300,777
Alternative Program	(0844)	632,981	799,481	1,394,691	1,476,779	1,487,418
Life Skills	(0870)	1,414,187	1,481,351	3,316,182	3,034,923	2,999,579
Essential Skills	(0871)	719,508	794,921	1,908,138	2,175,126	2,172,287
Medicaid	(0855)	930,189	1,033,470	1,234,659	1,383,773	656,041
ORS-STEP/Work Study	(0879)	105,800	84,163	96,548	128,315	134,202
IDEA-B	(0850,0851,0852)	4,792,026	5,251,201	4,852,301	4,739,569	115,901
IDEA-PS	(0869)	144,230	207,490	199,849	177,069	-
Summer Programs	(0858)	19,240	24,580	19,271	35,230	35,230
Decatur Social Workers	(0809)	1,366,357	160,636	139,020	192,556	201,196
Decatur Elementary Cross Cat	(0841)	2,408,504	411,952	580,218	772,910	931,153
Decatur Secondary Cross Cat	(0843)	3,035,307	685,817	577,630	529,770	576,185
Futures	(0845)	135,074	158,831	167,032	-	-
Decatur Speech Therapy	(0865)	982,702	29,128	-	-	-
Argenta/Oreana Local Costs	(0901)	355,533	8,430	-	21,322	-
Maroa/Forsyth Local Costs	(0904)	194,800	209,186	-	32,748	31,417
Mount Zion Local Costs	(0905)	891,485	17,524	-	-	-
Central A&M Local Costs	(0906)	8,364	-	93	-	-
Sangamon Valley Local Costs	(0907)	258,040	284,047	297,523	279,730	297,275
Warrensburg/Latham Local Costs	(0908)	7,832	-	-	-	-
Atwood/Hammond Local Costs	(0911)	-	-	-	-	-
Bement Local Costs	(0912)	229,797	3,708	-	-	-
Cerro Gordo Local Costs	(0913)	225,135	4,261	-	-	-
Deland/Weldon Local Costs	(0914)	104,743	3,614	-	-	-
Monticello Local Costs	(0915)	617,459	43,223	25,898	29,989	-
Meridian Local Costs	(0923)	503,343	89,405	79,457	81,730	90,127
<b>TOTAL EXPENDITURES</b>		<b>\$ 24,639,086</b>	<b>\$ 16,925,545</b>	<b>\$ 21,474,264</b>	<b>\$ 21,646,481</b>	<b>\$ 17,781,788</b>

ILLINOIS STATE BOARD OF EDUCATION  
School Business Services Division

**Accounting Basis:**

☒ Cash  
☐ Accrual

**JOINT AGREEMENT BUDGET FORM \***  
**July 1, 2019 - June 30, 2020**

**Date of Amended Budget:** \_\_\_\_\_  
(MM/DD/YY)

**Joint Agreement Name:** Macon-Piatt Special Education District

**Joint Agreement RCDT No:** 39-055-0610-61

Budget of Macon-Piatt Special Education District Joint Agreement, County of Macon-Piatt,

State of Illinois, for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

WHEREAS the Board of Education or Regional Superintendent and Advisory Board, if applicable, or Governing

Board of Macon-Piatt Special Education District Joint Agreement, County of Macon-Piatt,

State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board of Education or this Regional Superintendent and Advisory Board, if applicable, or Secretary of this Governing Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 20th day of August, 2019, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education or Regional Superintendent and Advisory Board, if applicable, or Governing Board of said joint agreement as follows:

Section 1: That the fiscal year of this Joint Agreement be and the same hereby is fixed and declared to be

beginning July 1, 2019 and ending June 30, 2020.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from

**ADOPTION OF BUDGET**

In instances where the Regional Superintendent is responsible for administration of the Joint Agreement, the budget shall be approved and signed by the Regional Superintendent and Advisory Board, if applicable.

In Joint Agreements where the Board of Education or the Governing Board is the administrative agent, the budget shall be approved and signed by the members of the board.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by a roll call vote of \_\_\_\_\_ Yeas, and \_\_\_\_\_ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

\* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.

\*\* Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
3	ESTIMATED BEGINNING FUND BALANCE July 1, 2019 <sup>1</sup>		4,010,874	0	0	0	0	0	0	0	0	
4	RECEIPTS/REVENUES											
5	LOCAL SOURCES	1000	15,262,584	0	0	0	0	0	0	0	0	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0		0	0					
7	STATE SOURCES	3000	1,433,228	0	0	0	0	0	0	0	0	
8	FEDERAL SOURCES	4000	1,085,976	0	0	0	0	0	0	0	0	
9	Total Direct Receipts/Revenues <sup>8</sup>		17,781,788	0	0	0	0	0	0	0	0	
10	Receipts/Revenues for "On Behalf" Payments <sup>2</sup>	3998	890,000									
11	Total Receipts/Revenues		18,671,788	0	0	0	0	0	0	0	0	
12	DISBURSEMENTS/EXPENDITURES											
13	INSTRUCTION	1000	11,535,317				0					
14	SUPPORT SERVICES	2000	6,037,435	0		0	0	0		0	0	
15	COMMUNITY SERVICES	3000	134,036	0		0	0					
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	75,000	0	0	0	0	0		0	0	
17	DEBT SERVICES	5000	0	0	0	0	0			0	0	
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
19	Total Direct Disbursements/Expenditures <sup>9</sup>		17,781,788	0	0	0	0	0		0	0	
20	Disbursements/Expenditures for "On Behalf" Payments <sup>2</sup>	4180	890,000	0	0	0	0	0		0	0	
21	Total Disbursements/Expenditures		18,671,788	0	0	0	0	0		0	0	
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund <sup>16</sup>	7110										
27	Abatement of the Working Cash Fund <sup>16</sup>	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int <sup>3a</sup> Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold <sup>4</sup>	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets <sup>5</sup>	7300										
39	Transfer to Debt Service to Pay Principal on Capital Leases	7400			0							
40	Transfer to Debt Service Fund to Pay Interest on Capital Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds <sup>8</sup>		0	0	0	0	0	0	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
47	OTHER USES OF FUNDS (8000)											
49	TRANSFER TO VARIOUS OTHER FUNDS (8100)											
50	Abolishment or Abatement of the Working Cash Fund <sup>16</sup>	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest <sup>6</sup>	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
		8160										
55	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund											
		8170										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond <sup>3a</sup> and											
	Int Proceeds to Debt Service Fund											
57	Taxes Pledged to Pay Principal on Capital Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on Capital Leases	8420										
59	Other Revenues Pledged to Pay Principal on Capital Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on Capital Leases	8440										
61	Taxes Pledged to Pay Interest on Capital Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520										
63	Other Revenues Pledged to Pay Interest on Capital Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	Total Other Uses of Funds <sup>9</sup>		0	0	0	0	0	0	0	0	0	
80	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	
81	ESTIMATED ENDING FUND BALANCE June 30, 2020		4,010,874	0	0	0	0	0	0	0	0	
82												
83												
84	SUMMARY OF EXPENDITURES (by Major Object)											
	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
85	Object Name											
86	Salaries	100	11,665,620	0		0		0		0	0	11,665,620
88	Employee Benefits	200	4,257,888	0		0	0	0		0	0	4,257,888
89	Purchased Services	300	1,166,880	0	0	0		0		0	0	1,166,880
90	Supplies & Materials	400	217,400	0		0		0		0	0	217,400
91	Capital Outlay	500	1,500	0		0		0		0	0	1,500
92	Other Objects	600	432,500	0	0	0	0	0		0	0	432,500
93	Non-Capitalized Equipment	700	40,000	0		0		0		0	0	40,000
94	Termination Benefits	800	0	0		0						0
95	Total Expenditures		17,781,788	0	0	0	0	0		0	0	17,781,788

## SUMMARY OF CASH TRANSACTIONS

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	BEGINNING CASH BALANCE ON HAND July 1, 2019 <sup>7</sup>		4,010,874								
4	Total Direct Receipts & Other Sources <sup>8</sup>		17,781,788	0	0	0	0	0	0	0	0
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		17,781,788	0	0	0	0	0	0	0	0
12	Total Amount Available		21,792,662	0	0	0	0	0	0	0	0
13	Total Direct Disbursements & Other Uses <sup>9</sup>		17,781,788	0	0	0	0	0	0	0	0
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) <sup>10</sup>	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		17,781,788	0	0	0	0	0	0	0	0
21	ENDING CASH BALANCE ON HAND June 30, 2020 <sup>7</sup>		4,010,874	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies <sup>11</sup> (1110-1120)	-									
6	Leasing Purposes Levy <sup>12</sup>	1130									
7	Special Education Purposes Levy	1140									
8	FICA and Medicare Only Levies	1150									
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190									
12	Total Ad Valorem Taxes Levied by District		0	0	0	0	0	0	0	0	0
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes <sup>13</sup>	1230									
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments in Lieu of Taxes		0	0	0	0	0	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321									
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342	15,137,584								
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		15,137,584								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411									
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415									
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	<b>Total Transportation Fees</b>					0					
64	<b>EARNINGS ON INVESTMENTS</b>	1500									
65	Interest on Investments	1510									
66	Gain or Loss on Sale of Investments	1520									
67	<b>Total Earnings on Investments</b>		0	0	0	0	0	0	0	0	0
68	<b>FOOD SERVICE</b>	1600									
69	Sales to Pupils - Lunch	1611									
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other (Describe & Itemize)	1614									
73	Sales to Adults	1620									
74	Other Food Service (Describe & Itemize)	1690									
75	<b>Total Food Service</b>		0								
76	<b>DISTRICT/SCHOOL ACTIVITY INCOME</b>	1700									
77	Admissions - Athletic	1711									
78	Admissions - Other	1719									
79	Fees	1720									
80	Book Store Sales	1730									
81	Other District/School Activity Revenue (Describe & Itemize)	1790									
82	<b>Total District/School Activity Income</b>		0	0							
83	<b>TEXTBOOK INCOME</b>	1800									
84	Rentals - Regular Textbooks	1811									
85	Rentals - Summer School Textbooks	1812									
86	Rentals - Adult/Continuing Education Textbooks	1813									
87	Rentals - Other (Describe)	1819									
88	Sales - Regular Textbooks	1821									
89	Sales - Summer School Textbooks	1822									
90	Sales - Adult/Continuing Education Textbooks	1823									
91	Sales - Other (Describe & Itemize)	1829									
92	Other (Describe & Itemize)	1890									
93	<b>Total Textbooks</b>		0								
94	<b>OTHER REVENUE FROM LOCAL SOURCES</b>	1900									
95	Rentals	1910									
96	Contributions and Donations from Private Sources	1920									
97	Impact Fees from Municipal or County Governments	1930									
98	Services Provided Other Districts	1940									
99	Refund of Prior Years' Expenditures	1950	125,000								
100	Payments of Surplus Moneys from TIF Districts	1960									
101	Drivers' Education Fees	1970									
102	Proceeds from Vendors' Contracts	1980									
103	School Facility Occupation Tax Proceeds	1983									
104	Payment from Other Districts	1991									
105	Sale of Vocational Projects	1992									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
106	Other Local Fees (Describe & Itemize)	1993									
107	Other Local Revenues (Describe & Itemize)	1999									
108	<b>Total Other Revenue from Local Sources</b>		125,000	0	0	0	0	0	0	0	0
109	<b>Total Receipts/Revenues from Local Sources</b>	1000	15,262,584	0	0	0	0	0	0	0	0
110	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)</b>										
111	Flow-Through Revenue from State Sources	2100									
112	Flow-Through Revenue from Federal Sources	2200									
113	Other Flow-Through Revenue (Describe & Itemize)	2300									
114	<b>Total Flow-Through Receipts/Revenues From One District to Another District</b>	2000	0	0		0	0				
115	<b>RECEIPTS/REVENUES FROM STATE SOURCES (3000)</b>										
116	<b>UNRESTRICTED GRANTS-IN-AID (3001-3099)</b>										
117	Evidence Based Funding Formula (Section 18-8.15)	3001	1,433,228								
118	Reorganization Incentives (Accounts 3005-3021)	3005									
119	Fast Growth District Grants	3030									
120	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
121	<b>Total Unrestricted Grants-In-Aid</b>		1,433,228	0	0	0	0	0		0	0
122	<b>RESTRICTED GRANTS-IN-AID (3100-3900)</b>										
123	<b>SPECIAL EDUCATION</b>										
124	Special Education - Private Facility Tuition	3100									
125	Special Education - Funding for Children Requiring Sp Ed Services	3105									
126	Special Education - Personnel	3110									
127	Special Education - Orphanage - Individual	3120									
128	Special Education - Orphanage - Summer Individual	3130									
129	Special Education - Summer School	3145									
130	Special Education - Other (Describe & Itemize)	3199									
131	<b>Total Special Education</b>		0	0		0					
132	<b>CAREER AND TECHNICAL EDUCATION (CTE)</b>										
133	CTE - Technical Education - Tech Prep	3200									
134	CTE - Secondary Program Improvement (CTEI)	3220									
135	CTE - WECEP	3225									
136	CTE - Agriculture Education	3235									
137	CTE - Instructor Practicum	3240									
138	CTE - Student Organizations	3270									
139	CTE - Other (Describe & Itemize)	3299									
140	<b>Total Career and Technical Education</b>		0	0			0				
141	<b>BILINGUAL EDUCATION</b>										
142	Bilingual Education - Downstate - TPI and TBE	3305									
143	Bilingual Education - Downstate - Transitional Bilingual Education	3310									
144	<b>Total Bilingual Education</b>		0				0				
145	State Free Lunch & Breakfast	3360									
146	School Breakfast Initiative	3365									
147	Driver Education	3370									
148	Adult Education (from ICCB)	3410									
149	Adult Education - Other (Describe & Itemize)	3499									
150	<b>TRANSPORTATION</b>										
151	Transportation - Regular and Vocational	3500									
152	Transportation - Special Education	3510									
153	Transportation - Other (Describe & Itemize)	3599									
154	<b>Total Transportation</b>		0	0		0	0				



	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
155	Learning Improvement - Change Grants	3610									
156	Scientific Literacy	3660									
157	Truant Alternative/Optional Education	3695									
158	Early Childhood - Block Grant	3705									
159	Chicago General Education Block Grant	3766									
160	Chicago Educational Services Block Grant	3767									
161	School Safety & Educational Improvement Block Grant	3775									
162	Technology - Technology for Success	3780									
163	State Charter Schools	3815									
164	Extended Learning Opportunities - Summer Bridges	3825									
165	Infrastructure Improvements - Planning/Construction	3920									
166	School Infrastructure - Maintenance Projects	3925									
167	Other Restricted Revenue from State Sources (Describe & Itemize)	3999									
168	<b>Total Restricted Grants-In-Aid</b>		0	0	0	0	0	0	0	0	0
169	<b>Total Receipts/Revenues from State Sources</b>	3000	1,433,228	0	0	0	0	0	0	0	0
170	<b>RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)</b>										
171	<b>UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)</b>										
172	Federal Impact Aid	4001									
173	Other Unrestricted Grants-In-Aid Received Directly from the Federal Govt. (Describe & Itemize)	4009									
174	<b>Total Unrestricted Grants-In-Aid Received Directly from Fed Govt</b>		0	0	0	0	0	0	0	0	0
175	<b>RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)</b>										
176	Head Start	4045									
177	Construction (Impact Aid)	4050									
178	MAGNET	4060									
179	Other Restricted Grants-In-Aid Received Directly from Federal Govt. (Describe & Itemize)	4090									
180	<b>Total Restricted Grants-In-Aid Received Directly from Federal Govt.</b>		0	0		0	0	0			0
181	<b>RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999)</b>										
182	<b>TITLE V</b>										
183	Title V - Flexibility and Accountability	4100									
184	Title V - SEA Projects	4105									
185	Title V - Rural Education Initiative (REI)	4107									
186	Title V - Other (Describe & Itemize)	4199									
187	<b>Total Title V</b>		0	0		0	0				
188	<b>FOOD SERVICE</b>										
189	Breakfast Start-Up Expansion	4200									
190	National School Lunch Program	4210									
191	Special Milk Program	4215									
192	School Breakfast Program	4220									
193	Summer Food Service Admin/Program	4225									
194	Child and Adult Care Food Program	4226									
195	Fresh Fruit and Vegetables	4240									
196	Food Service - Other (Describe & Itemize)	4299									
197	<b>Total Food Service</b>		0				0				
198	<b>TITLE I</b>										
199	Title I - Low Income	4300									
200	Title I - Low Income - Neglected, Private	4305									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
201	Title I - Migrant Education	4340									
202	Title I - Other (Describe & Itemize)	4399									
203	<b>Total Title I</b>		0	0		0	0				
204	<b>TITLE IV</b>										
205	Title IV - Student Support & Academic Enrichment Grant	4400									
206	Title IV - 21st Century	4421									
207	Title IV - Other (Describe & Itemize)	4499									
208	<b>Total Title IV</b>		0	0		0	0				
209	<b>FEDERAL - SPECIAL EDUCATION</b>										
210	Federal Special Education - Preschool Flow-Through	4600									
211	Federal Special Education - Preschool Discretionary	4605									
212	Federal Special Education - IDEA Flow Through	4620									
213	Federal Special Education - IDEA Room & Board	4625									
214	Federal Special Education - IDEA Discretionary	4630									
215	Federal Special Education - IDEA - Other (Describe & Itemize)	4699									
216	<b>Total Federal Special Education</b>		0	0		0	0				
217	<b>CTE - PERKINS</b>										
218	CTE - Perkins-Title IIIIE Tech Prep	4770									
219	CTE - Other (Describe & Itemize)	4799									
220	<b>Total CTE - Perkins</b>		0	0			0				
221	Federal - Adult Education	4810									
222	ARRA - General State Aid - Education Stabilization	4850									
223	ARRA - Title I - Low Income	4851									
224	ARRA - Title I - Neglected, Private	4852									
225	ARRA - Title I - Delinquent, Private	4853									
226	ARRA - Title I - School Improvement (Part A)	4854									
227	ARRA - Title I - School Improvement (Section 1003g)	4855									
228	ARRA - IDEA - Part B - Preschool	4856									
229	ARRA - IDEA - Part B - Flow-Through	4857									
230	ARRA - Title IID - Technology - Formula	4860									
231	ARRA - Title IID - Technology - Competitive	4861									
232	ARRA - McKinney - Vento Homeless Education	4862									
233	ARRA - Child Nutrition Equipment Assistance	4863									
234	Impact Aid Formula Grants	4864									
235	Impact Aid Competitive Grants	4865									
236	Qualified Zone Academy Bond Tax Credits	4866									
237	Qualified School Construction Bond Credits	4867									
238	Build America Bond Tax Credits	4868									
239	Build America Bond Interest Reimbursement	4869									
240	ARRA - General State Aid - Other Government Services Stabilization	4870									
241	Other ARRA Funds - II	4871									
242	Other ARRA Funds - III	4872									
243	Other ARRA Funds - IV	4873									
244	Other ARRA Funds - V	4874									
245	ARRA - Early Childhood	4875									
246	Other ARRA Funds - VII	4876									
247	Other ARRA Funds - VIII	4877									
248	Other ARRA Funds - IX	4878									
249	Other ARRA Funds - X	4879									
250	Other ARRA Funds - Ed Job Fund Program	4880									
251	<b>Total Stimulus Programs</b>		0	0	0	0	0	0		0	0

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
252	Race to the Top Program	4901									
253	Race to the Top - Preschool Expansion Grant	4902									
254	Title III - Instruction for English Learners & Immigrant Students	4905									
255	Title III - English Language Acquisition	4909									
256	McKinney Education for Homeless Children	4920									
257	Title II - Eisenhower - Professional Development Formula	4930									
258	Title II - Teacher Quality	4932									
259	Federal Charter Schools	4960									
260	State Assessment Grants	4981									
261	Grant for State Assessments and Related Activities	4982									
262	Medicaid Matching Funds - Administrative Outreach	4991	100,000								
263	Medicaid Matching Funds - Fee-For-Service Program	4992	850,000								
264	Other Restricted Grants Received from Federal Government through State (Describe & Itemize)	4999	135,976								
265	<b>Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State</b>		1,085,976	0	0	0	0	0		0	0
266	<b>TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES</b>	<b>4000</b>	1,085,976	0	0	0	0	0	0	0	0
267	<b>TOTAL DIRECT RECEIPTS/REVENUES</b>		17,781,788	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
3	10 - EDUCATIONAL FUND (ED)										
4	INSTRUCTION (ED)	1000									
5	Regular Programs	1100									0
6	Tuition Payment to Charter Schools	1115									0
7	Pre-K Programs	1125									0
8	Special Education Programs (Functions 1200 - 1220)	1200	7,893,949	2,967,236	93,650	112,050	1,500	425,000	17,000		11,510,385
9	Special Education Programs Pre-K	1225									0
10	Remedial and Supplemental Programs K-12	1250									0
11	Remedial and Supplemental Programs Pre-K	1275									0
12	Adult/Continuing Education Programs	1300									0
13	CTE Programs	1400									0
14	Interscholastic Programs	1500									0
15	Summer School Programs	1600	22,000	2,682		250					24,932
16	Gifted Programs	1650									0
17	Driver's Education Programs	1700									0
18	Bilingual Programs	1800									0
19	Truant Alternative & Optional Programs	1900									0
20	Pre-K Programs - Private Tuition	1910									0
21	Regular K-12 Programs Private Tuition	1911									0
22	Special Education Programs K-12 Private Tuition	1912									0
23	Special Education Programs Pre-K Tuition	1913									0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
26	Adult/Continuing Education Programs Private Tuition	1916									0
27	CTE Programs Private Tuition	1917									0
28	Interscholastic Programs Private Tuition	1918									0
29	Summer School Programs Private Tuition	1919									0
30	Gifted Programs Private Tuition	1920									0
31	Bilingual Programs Private Tuition	1921									0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
33	Total Instruction <sup>14</sup>	1000	7,915,949	2,969,918	93,650	112,300	1,500	425,000	17,000	0	11,535,317
34	SUPPORT SERVICES (ED)	2000									
35	Support Services - Pupil	2100									
36	Attendance & Social Work Services	2110	370,390	111,378	1,950	10,250					493,968
37	Guidance Services	2120									0
38	Health Services	2130	825,526	384,036	12,000	4,200		1,100			1,226,862
39	Psychological Services	2140	652,856	154,505	16,250	11,000			3,000		837,611
40	Speech Pathology & Audiology Services	2150	75,000	37,898	3,600	15,250			11,500		143,248
41	Other Support Services - Pupils (Describe & Itemize)	2190	73,367	13,089	45,290	100					131,846
42	Total Support Services - Pupil	2100	1,997,139	700,906	79,090	40,800	0	1,100	14,500	0	2,833,535
43	Support Services - Instructional Staff	2200									
44	Improvement of Instruction Services	2210	210,282	73,074	87,905	2,000		500			373,761
45	Educational Media Services	2220									0
46	Assessment & Testing	2230									0
47	Total Support Services - Instructional Staff	2200	210,282	73,074	87,905	2,000	0	500	0	0	373,761
48	Support Services - General Administration	2300									
49	Board of Education Services	2310	299,802	122,458	140,000						562,260
50	Executive Administration Services	2320									0
51	Special Area Administration Services	2330	967,403	332,319	156,090	8,500		5,900	8,000		1,478,212
52	Tort Immunity Services	2360 - 2370									0
53	Total Support Services - General Administration	2300	1,267,205	454,777	296,090	8,500	0	5,900	8,000	0	2,040,472
54	Support Services - School Administration	2400									
55	Office of the Principal Services	2410	87,479	10,927	500						98,906
56	Other Support Services - School Administration (Describe & Itemize)	2490									0
57	Total Support Services - School Administration	2400	87,479	10,927	500	0	0	0	0	0	98,906

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
58	<b>Support Services - Business</b>	<b>2500</b>									
59	Direction of Business Support Services	2510									0
60	Fiscal Services	2520			177,625						177,625
61	Operation & Maintenance of Plant Services	2540	16,522	8,189	329,920	30,550			500		385,681
62	Pupil Transportation Services	2550	2,000	357	16,500	7,250					26,107
63	Food Services	2560									0
64	Internal Services	2570	500								500
65	<b>Total Support Services - Business</b>	<b>2500</b>	<b>19,022</b>	<b>8,546</b>	<b>524,045</b>	<b>37,800</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>589,913</b>
66	<b>Support Services - Central</b>	<b>2600</b>									
67	Direction of Central Support Services	2610									0
68	Planning, Research, Development & Evaluation Services	2620									0
69	Information Services	2630			350						350
70	Staff Services	2640									0
71	Data Processing Services	2660	58,763	17,985	7,750	16,000					100,498
72	<b>Total Support Services - Central</b>	<b>2600</b>	<b>58,763</b>	<b>17,985</b>	<b>8,100</b>	<b>16,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,848</b>
73	<b>Other Support Services (Describe &amp; Itemize)</b>	<b>2900</b>									0
74	<b>Total Support Services</b>	<b>2000</b>	<b>3,639,890</b>	<b>1,266,215</b>	<b>995,730</b>	<b>105,100</b>	<b>0</b>	<b>7,500</b>	<b>23,000</b>	<b>0</b>	<b>6,037,435</b>
75	<b>COMMUNITY SERVICES (ED)</b>	<b>3000</b>	<b>109,781</b>	<b>21,755</b>	<b>2,500</b>						<b>134,036</b>
76	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (ED)</b>	<b>4000</b>									
77	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
78	Payments for Regular Programs	4110									0
79	Payments for Special Education Programs	4120			75,000						75,000
80	Payments for Adult/Continuing Education Programs	4130									0
81	Payments for CTE Programs	4140									0
82	Payments for Community College Programs	4170									0
83	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
84	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			<b>75,000</b>			<b>0</b>			<b>75,000</b>
85	Payments for Regular Programs - Tuition	4210									0
86	Payments for Special Education Programs - Tuition	4220									0
87	Payments for Adult/Continuing Education Programs - Tuition	4230									0
88	Payments for CTE Programs - Tuition	4240									0
89	Payments for Community College Programs - Tuition	4270									0
90	Payments for Other Programs - Tuition	4280									0
91	Other Payments to In-State Govt Units (Describe & Itemize)	4290									0
92	<b>Total Payments to Other Dist &amp; Govt Units - Tuition (In State)</b>	<b>4200</b>						<b>0</b>			<b>0</b>
93	Payments for Regular Programs - Transfers	4310									0
94	Payments for Special Education Programs - Transfers	4320									0
95	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
96	Payments for CTE Programs - Transfers	4340									0
97	Payments for Community College Program - Transfers	4370									0
98	Payments for Other Programs - Transfers	4380									0
99	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390									0
100	<b>Total Payments to Other Dist &amp; Govt Units-Transfers (In State)</b>	<b>4300</b>			<b>0</b>			<b>0</b>			<b>0</b>
101	Payments to Other Dist & Govt Units (Out of State)	4400									0
102	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>			<b>75,000</b>			<b>0</b>			<b>75,000</b>
103	<b>DEBT SERVICE (ED)</b>	<b>5000</b>									
104	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
105	Tax Anticipation Warrants	5110									0
106	Tax Anticipation Notes	5120									0
107	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
108	State Aid Anticipation Certificates	5140									0
109	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
110	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						<b>0</b>			<b>0</b>
111	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
112	<b>Total Debt Service</b>	<b>5000</b>						<b>0</b>			<b>0</b>

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
113	PROVISION FOR CONTINGENCIES (ED)	6000									0
114	Total Direct Disbursements/Expenditures		11,665,620	4,257,888	1,166,880	217,400	1,500	432,500	40,000	0	17,781,788
115	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										0
117	20 - OPERATIONS AND MAINTENANCE FUND (O&M)										
118	SUPPORT SERVICES (O&M)	2000									
119	Support Services - Pupil	2100									
120	Other Support Services - Pupils (Describe & Itemize)	2190									0
121	Support Services - Business	2500									
122	Direction of Business Support Services	2510									0
123	Facilities Acquisition & Construction Services	2530									0
124	Operation & Maintenance of Plant Services	2540									0
125	Pupil Transportation Services	2550									0
126	Food Services	2560									0
127	Total Support Services - Business	2500	0	0	0	0	0	0	0	0	0
128	Other Support Services (Describe & Itemize)	2900									0
129	Total Support Services	2000	0	0	0	0	0	0	0	0	0
130	COMMUNITY SERVICES (O&M)	3000									0
131	PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)	4000									
132	Payments to Other Dist & Govt Units (In-State)	4100									
133	Payments for Regular Programs	4110									0
134	Payments for Special Education Programs	4120									0
135	Payments for CTE Program	4140									0
136	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
137	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
138	Payments to Other Dist & Govt Units (Out of State) <sup>14</sup>	4400									0
139	Total Payments to Other Dist & Govt Unit	4000			0			0			0
140	DEBT SERVICE (O&M)	5000									
141	Debt Service - Interest on Short-Term Debt	5100									
142	Tax Anticipation Warrants	5110									0
143	Tax Anticipation Notes	5120									0
144	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
145	State Aid Anticipation Certificates	5140									0
146	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
147	Total Debt Service - Interest on Short-Term Debt	5100						0			0
148	Debt Service - Interest on Long-Term Debt	5200									0
149	Total Debt Service	5000						0			0
150	PROVISION FOR CONTINGENCIES (O&M)	6000									0
151	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0
152	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										0
154	30 - DEBT SERVICE FUND (DS)										
155	PAYMENTS TO OTHER DIST & GOVT UNITS (DS)	4000									
156	Payments to Other Dist & Govt Units (In-State)	4100									
157	Payments for Regular Programs	4110									0
158	Payments for Special Education Programs	4120									0
159	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
160	Total Payments to Other Dist & Govt Units (In-State)	4000						0			0
161	DEBT SERVICE (DS)	5000									
162	Debt Service - Interest on Short-Term Debt	5100									
163	Tax Anticipation Warrants	5110									0
164	Tax Anticipation Notes	5120									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
165	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
166	State Aid Anticipation Certificates	5140									0
167	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
168	<b>Total Debt Service - Interest On Short-Term Debt</b>	<b>5100</b>						0			0
169	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
170	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300									0
171	Debt Service Other <i>(Describe &amp; Itemize)</i>	5400									0
172	<b>Total Debt Service</b>	<b>5000</b>			0			0			0
173	<b>PROVISION FOR CONTINGENCIES (DS)</b>	<b>6000</b>									0
174	<b>Total Direct Disbursements/Expenditures</b>				0			0			0
175	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0
176											
177	<b>40 - TRANSPORTATION FUND (TR)</b>										
178	<b>SUPPORT SERVICES (TR)</b>	<b>2000</b>									
179	<b>Support Services - Pupils</b>	<b>2100</b>									
180	Other Support Services - Pupils <i>(Describe &amp; Itemize)</i>	2190									0
181	<b>Support Services - Business</b>										
182	Pupil Transportation Services	2550									0
183	Other Support Services <i>(Describe &amp; Itemize)</i>	2900									0
184	<b>Total Support Services</b>	<b>2000</b>	0	0	0	0	0	0	0	0	0
185	<b>COMMUNITY SERVICES (TR)</b>	<b>3000</b>									0
186	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (TR)</b>	<b>4000</b>									
187	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
188	Payments for Regular Program	4110									0
189	Payments for Special Education Programs	4120									0
190	Payments for Adult/Continuing Education Programs	4130									0
191	Payments for CTE Programs	4140									0
192	Payments for Community College Programs	4170									0
193	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190									0
194	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			0			0			0
195	<b>Payments to Other Dist &amp; Govt Units (Out-of-State)</b> <i>(Describe &amp; Itemize)</i>	<b>4400</b>									0
196	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>			0			0			0
197	<b>DEBT SERVICE (TR)</b>	<b>5000</b>									
198	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
199	Tax Anticipation Warrants	5110									0
200	Tax Anticipation Notes	5120									0
201	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
202	State Aid Anticipation Certificates	5140									0
203	Other Interest on Short-Term Debt <i>(Describe and Itemize)</i>	5150									0
204	<b>Total Debt Service - Interest On Short-Term Debt</b>	<b>5100</b>						0			0
205	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
206	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300									0
207	Debt Service - Other <i>(Describe and Itemize)</i>	5400									0
208	<b>Total Debt Service</b>	<b>5000</b>						0			0
209	<b>PROVISION FOR CONTINGENCIES (TR)</b>	<b>6000</b>									0
210	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0	0	0
211	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0
212											

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
213	<b>50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)</b>										
214	<b>INSTRUCTION (MR/SS)</b>	<b>1000</b>									
215	Regular Program	1100									0
216	Pre-K Programs	1125									0
217	Special Education Programs (Functions 1200-1220)	1200									0
218	Special Education Programs Pre-K	1225									0
219	Remedial and Supplemental Programs K-12	1250									0
220	Remedial and Supplemental Programs Pre-K	1275									0
221	Adult/Continuing Education Programs	1300									0
222	CTE Programs	1400									0
223	Interscholastic Programs	1500									0
224	Summer School Programs	1600									0
225	Gifted Programs	1650									0
226	Driver's Education Programs	1700									0
227	Bilingual Programs	1800									0
228	Truant Alternative & Optional Programs	1900									0
229	<b>Total Instruction</b>	<b>1000</b>		0							0
230	<b>SUPPORT SERVICES (MR/SS)</b>	<b>2000</b>									
231	<b>Support Services - Pupil</b>	<b>2100</b>									
232	Attendance & Social Work Services	2110									0
233	Guidance Services	2120									0
234	Health Services	2130									0
235	Psychological Services	2140									0
236	Speech Pathology & Audiology Services	2150									0
237	Other Support Services - Pupils (Describe & Itemize)	2190									0
238	<b>Total Support Services - Pupil</b>	<b>2100</b>		0							0
239	<b>Support Services - Instructional Staff</b>	<b>2200</b>									
240	Improvement of Instruction Services	2210									0
241	Educational Media Services	2220									0
242	Assessment & Testing	2230									0
243	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>		0							0
244	<b>Support Services - General Administration</b>	<b>2300</b>									
245	Board of Education Services	2310									0
246	Executive Administration Services	2320									0
247	Special Area Administrative Services	2330									0
248	Claims Paid from Self Insurance Fund	2361									0
249	Workers' Compensation or Workers' Occupation Disease Acts Payments	2362									0
250	Unemployment Insurance Payments	2363									0
251	Insurance Payments (regular or self-insurance)	2364									0
252	Risk Management and Claims Services Payments	2365									0
253	Judgment and Settlements	2366									0
254	Educatl, Inspectl, Supervisory Serv. Related to Loss Prevention or Reduction	2367									0
255	Reciprocal Insurance Payments	2368									0
256	Legal Service	2369									0
257	<b>Total Support Services - General Administration</b>	<b>2300</b>		0							0
258	<b>Support Services - School Administration</b>	<b>2400</b>									
259	Office of the Principal Services	2410									0
260	Other Support Services - School Administration (Describe & Itemize)	2490									0
261	<b>Total Support Services - School Administration</b>	<b>2400</b>		0							0
262	<b>Support Services - Business</b>	<b>2500</b>									
263	Direction of Business Support Services	2510									0
264	Fiscal Services	2520									0
265	Facilities Acquisition & Construction Services	2530									0
266	Operation & Maintenance of Plant Service	2540									0
267	Pupil Transportation Services	2550									0
268	Food Services	2560									0
269	Internal Services	2570									0
270	<b>Total Support Services - Business</b>	<b>2500</b>		0							0



	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
271	<b>Support Services - Central</b>	<b>2600</b>									
272	Direction of Central Support Services	2610									0
273	Planning, Research, Development & Evaluation Services	2620									0
274	Information Services	2630									0
275	Staff Services	2640									0
276	Data Processing Services	2660									0
277	<b>Total Support Services - Central</b>	<b>2600</b>		0							0
278	<b>Other Support Services (Describe &amp; Itemize)</b>	<b>2900</b>									0
279	<b>Total Support Services</b>	<b>2000</b>		0							0
280	<b>COMMUNITY SERVICES (MR/SS)</b>	<b>3000</b>									0
281	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (MR/SS)</b>	<b>4000</b>									
282	Payments for Regular Programs	4110									0
283	Payments for Special Education Programs	4120									0
284	Payments for CTE Programs	4140									0
285	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>		0							0
286	<b>DEBT SERVICE (MR/SS)</b>	<b>5000</b>									
287	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
288	Tax Anticipation Warrants	5110									0
289	Tax Anticipation Notes	5120									0
290	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
291	State Aid Anticipation Certificates	5140									0
292	Other (Describe & Itemize)	5150									0
293	<b>Total Debt Service</b>	<b>5000</b>						0			0
294	<b>PROVISION FOR CONTINGENCIES (MR/SS)</b>	<b>6000</b>									0
295	<b>Total Direct Disbursements/Expenditures</b>			0				0			0
296	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0
297											
298	<b>60 - CAPITAL PROJECTS (CP)</b>										
299	<b>SUPPORT SERVICES (CP)</b>	<b>2000</b>									
300	<b>Support Services - Business</b>										
301	Facilities Acquisition & Construction Services	2530									0
302	Other Support Services (Describe & Itemize)	2900									0
303	<b>Total Support Services</b>	<b>2000</b>	0	0	0	0	0	0	0		0
304	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (CP)</b>	<b>4000</b>									
305	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
306	Payments to Regular Programs	4110									0
307	Payment for Special Education Programs	4120									0
308	Payment for CTE Programs	4140									0
309	Payments to Other Govt Units (In-State) (Describe & Itemize)	4190									0
310	<b>Total Payments to Other Districts &amp; Govt Units</b>	<b>4000</b>			0			0			0
311	<b>PROVISION FOR CONTINGENCIES (CP)</b>	<b>6000</b>									0
312	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0		0
313	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0
314											
315	<b>70 WORKING CASH FUND (WC)</b>										
316											
317	<b>80 - TORT FUND (TF)</b>										
318	<b>SUPPORT SERVICES - GENERAL ADMINISTRATION</b>	<b>2000</b>									
319	Claims Paid from Self Insurance Fund	2361									0
320	Workers' Compensation or Workers' Occupational Disease Act Payments	2362									0
321	Unemployment Insurance Payments	2363									0
322	Insurance Payments (regular or self-insurance)	2364									0
323	Risk Management and Claims Services Payments	2365									0
324	Judgment and Settlements	2366									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
325	Educatl, Inspectl, Supervisory Serv Related to Loss Prevention or Reduction	2367									0
326	Reciprocal Insurance Payments	2368									0
327	Legal Service	2369									0
328	Property Insurance (Building & Grounds)	2371									0
329	Vehicle Insurance (Transportation)	2372									0
330	<b>Total Support Services - General Administration</b>	<b>2000</b>	0	0	0	0	0	0	0		0
331	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (TF)</b>	<b>4000</b>									
332	Payments for Regular Programs	4110									0
333	Payments for Special Education Programs	4120									0
334	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>						0			0
335	<b>DEBT SERVICE (TF)</b>	<b>5000</b>									
336	<b>Debt Service - Interest on Short-Term Debt</b>										
337	Tax Anticipation Warrants	5110									0
338	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
339	Other Interest or Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
340	<b>Total Debt Service</b>	<b>5000</b>						0			0
341	<b>PROVISION FOR CONTINGENCIES (TF)</b>	<b>6000</b>									0
342	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0		0
343	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0
344											
345	<b>90 - FIRE PREVENTION &amp; SAFETY FUND (FP&amp;S)</b>										
346	<b>SUPPORT SERVICES (FP&amp;S)</b>	<b>2000</b>									
347	<b>Support Services - Business</b>	<b>2500</b>									
348	Facilities Acquisition & Construction Services	2530									0
349	Operation & Maintenance of Plant Service	2540									0
350	<b>Total Support Services - Business</b>	<b>2500</b>	0	0	0	0	0	0	0		0
351	Other Support Services <i>(Describe &amp; Itemize)</i>	2900									0
352	<b>Total Support Services</b>	<b>2000</b>	0	0	0	0	0	0	0		0
353	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT UNITS (FP&amp;S)</b>	<b>4000</b>									
354	Payments to Regular Programs	4110									0
355	Payments to Special Education Programs	4120									0
356	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190									0
357	<b>Total Payments to Other Districts &amp; Govt Units (FPS)</b>	<b>4000</b>						0			0
358	<b>DEBT SERVICE (FP&amp;S)</b>	<b>5000</b>									
359	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
360	Tax Anticipation Warrants	5110									0
361	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
362	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						0			0
363	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
364	<b>Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)</b>	<b>5300</b>									0
365	<b>Total Debt Service</b>	<b>5000</b>						0			0
366	<b>PROVISIONS FOR CONTINGENCIES (FP&amp;S)</b>	<b>6000</b>									0
367	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0		0
368	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										0

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**This page is provided for detailed itemizations as requested within the body of the Report.**

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- |  |           |
|--|-----------|
| 1. Page 10, Line 264, Other Restricted Grants from Federal Government through State<br>Department of Rehabilitation Services | \$135,976 |
| 2. Page 11, Line 41, Other Support Services - Pupils<br>Vocational STEP Coach  | \$131,846 |

## Reference Description

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- <sup>1</sup> Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- <sup>2</sup> Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- <sup>3</sup> Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- <sup>3a</sup> Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14
- <sup>4</sup> Principal on Bonds Sold:
  - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
  - (2) Refunding Bonds can be entered in the Debt Services Fund only.
  - (3) Building Bonds can be entered in the Capital Projects Fund only.
  - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- <sup>5</sup>

The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- <sup>6</sup> The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- <sup>7</sup> Cash plus investments must be greater than or equal to zero.
- <sup>8</sup> For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).
- <sup>9</sup> For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).
- <sup>10</sup> Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).
- <sup>11</sup> Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- <sup>12</sup> The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- <sup>13</sup> Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- <sup>14</sup>

Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- <sup>15</sup> Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- <sup>16</sup> Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)  
 Only abatement of working cash fund can transfer its funds to any fund in most need of money  
 (see 105 ILCS 5/20-10 for further explanation)

CHECK FOR ERRORS	
This worksheet checks various cells to assure that selected items are in balance.	
Out-of-balance conditions are accompanied by an error message.	
Errors must be corrected before the budget is finalized and submitted to ISBE.	
Budget Item References	Message
<b>1. Cover Page - CASH or ACCRUAL</b>	
Check one type of Accounting Basis used on the Cover sheet.	CASH
<b>2. Budget Summary: Other Sources (Page BudgetSum 2-3 - Acct 7000), must equal Other Uses (BudgetSum 2-3 - Acct. 8000).</b>	
Estimated Beginning Fund Balance July,1 2019 for all Funds (Cells C3 - K3) (Line must have a number or zero. Do not leave blank.)	OK
Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52).	OK
Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30:K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53:H53, J53).	OK
Transfer to Debt Service to Pay Principal on Capital Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57:H60).	OK
Transfer to Debt Service to Pay Interest on Capital Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61:H64).	OK
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8600 - Cells C65:D68).	OK
Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C69:D72).	OK
Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73:D76).	OK
<b>3. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2019, (CashSum 4, All Funds), cannot be negative.</b>	
Educational (Fund 10 - Cell C3)	OK
Operations & Maintenance (Fund 20 - Cell D3)	OK
Debt Service (Fund 30 - Cell E3)	OK
Transportation (Fund 40 - Cell F3)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G3)	OK
Capital Projects (Fund 60 - Cell H3)	OK
Working Cash (Fund 70 - Cell I3)	OK
Tort (Fund 80 - Cell J3)	OK
Fire Prevention & Safety (Fund 90 - Cell K3)	OK
<b>4. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2020, (Page CashSum 4 - All Funds), cannot be negative.</b>	
Educational (Fund 10 - Cell C21)	OK
Operations & Maintenance (Fund 20 - Cell D21)	OK
Debt Service (Fund 30 - Cell E21)	OK
Transportation (Fund 40 - F21)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G21)	OK
Capital Projects (Fund 60 - H21)	OK
Working Cash (Fund 70 - Cell I21)	OK
Tort (Fund 80 - Cell J21)	OK
Fire Prevention & Safety (Fund 90 - Cell K21)	OK
<b>5. Summary of Cash Transactions: Other Receipts, (Page CashSum 4), must equal Other Disbursements, (Page CashSum 4).</b>	
Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C6:H6, J6:K6) must equal Interfund Loans Receivable (Funds 10:20, 40, 70 - Acct 141 - Cells C15:D15, F15, I15).	OK
Interfund Loans Receivable (Funds 10, 20, 40 & 70 - Acct 141 - Cells C7:D7, F7, I7) must equal Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C16:H16, J16, K16).	OK

*End of Balancing*

**DECATUR DISTRICT 61 BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

DATE/TIME: August 06, 2019

4:00 PM

LOCATION: Keil Administration Building  
1<sup>st</sup> Floor Board Room

PRESENT: Beth Nolan, President  
Beth Creighton  
Regan Lewis  
Andrew Taylor (arrived 4:05 PM)

Courtney Carson, Vice President  
Kendall Briscoe  
Dan Oakes

STAFF: Superintendent Dr. Paul Fregeau, Board Secretary Melissa Bradford, Attorney Brian Braun and others

President Nolan called the meeting to order at 4:00 PM.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>ACTION</u>
<b>Call for Closed Executive Session</b>	President Nolan called the meeting to order and moved into Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real (estate) property for the use of the public body, and discussion of collective negotiating matters between the Board and representatives of its employees, seconded by Mrs. Briscoe.	Board moved to Closed Executive Session at 4:00 PM.
	Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Carson, Nolan, Oakes, Briscoe, Creighton, Lewis Nay: None Absent: Taylor (arrived 4:05 PM) Roll Call Vote: 6 Aye, 0 Nay, 1 Absent	
<b>Return to Open Session</b>	President Nolan motioned to return to Open Session, seconded by Mrs. Creighton. All were in favor.	Returned to Open Session at 6:23 PM.
<b>Open Session Continued</b>	President Nolan noted that the Board of Education had been in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real (estate) property for the use of the public body, and discussion of collective negotiating matters between the Board and representatives of its employees. No action was taken during Closed Executive Session.	Information only.
<b>Pledge of Allegiance</b>	President Nolan led the Pledge of Allegiance.	
<b>Student Ambassador</b>	President Nolan noted that Student Ambassadors Loren Lindsey, Audrey Smith-Phillips and Londarius Hayes were at this meeting.	
<b>Approval of Agenda, August 06, 2019</b>	Superintendent Fregeau recommended the Board approve the August 06, 2019 Open Session Board Meeting agenda as presented.	Agenda was approved as presented.

TOPIC	DISCUSSION	ACTION
	Mr. Oakes moved to approve the recommendation, seconded by Mrs. Briscoe. All were in favor.	
<b>Public Participation</b>	<p>President Nolan noted that during Public Participation, the Board of Education asked for the following:</p> <ul style="list-style-type: none"> <li>Identify oneself and be brief.</li> <li>Comments should be limited to 3 minutes.</li> </ul> <p>No one at this time.</p>	Information only.
<b>Board and/or Other Committee Reports Board Discussion</b>	<p><u>Schedule B</u></p> <p>Mrs. Creighton noted that the committee met on Monday July 29, 2019 to work on recommended Schedule B job descriptions, which were all related to middle school. The next meeting will be September 10, 2019 for approval; additional job descriptions are forthcoming. Once the Schedule B job descriptions are updated, the committee will work on aligning them with the appropriate evaluation tool.</p> <p><u>Student Ambassadors</u></p> <p>Mrs. Creighton noted that she and Mrs. Lewis will be meeting with the Student Ambassadors to discuss the Board schedule and feedback from the 2018-2019 school year.</p> <p><u>Finance</u></p> <p>Mr. Oakes noted that the committee met.</p> <p><u>DPS Foundation</u></p> <p>Mr. Oakes noted that the DPS Foundation Committee will start the new year on Thursday.</p> <p><u>Board Discussion</u></p> <p>President Nolan shared information regarding the National School Board Association Conference that will take place April 04 – 06, 2020 in Chicago and the Triple I that will take place in November 2019. Mrs. Creighton noted that maybe a Board Member could go once during their four-year term. The consensus from the Board Members were to attend the NSBA Conference in April 2020.</p> <p>President Nolan noted that the Board Members received feedback regarding the one high school. This is an exploratory conversation and no decisions were made. There is no intent to close a high school; both buildings would be utilized.</p> <ul style="list-style-type: none"> <li>We need some case studies on the consolidation of high schools with similar urban populations. What does success look like?</li> <li>We need a FAQ document on the website.</li> <li>Research would be part of the committee's work if the Board decides to move in that direction.</li> <li>Reminder, this is a conversation only.</li> </ul> <p>President Nolan asked if the Board Members wanted to visit schools during the first day on Wednesday. Board Members will visit schools.</p>	Information only.

TOPIC	DISCUSSION	ACTION
	President Nolan noted that there has been some push on substitute (guest) teachers. Mrs. Hillman noted that she will meet with others to discuss simplifying the process for a substitute teacher in the District. Mrs. Hillman will follow-up during the August 20, 2019 Board Meeting. She will also lead the charge in creating a summarized card and/or document of information regarding a substitute.	Information only.
<b>Supt's Reports Capital Planning Session</b>	<p>Sam Johnson, BLDD Architects, presented information regarding Capital Improvements Planning (see attached). President Nolan noted that purpose of this presentation was to provide information on the general planning to maintain our facilities. This is also a part of the Balanced Scorecard. These are plans that could be future considerations for the District. The cycle of Capital Improvements Planning is as follows:</p> <p><u>Preserve</u></p> <ul style="list-style-type: none"> <li>• Routine maintenance</li> <li>• HLS work</li> <li>• Capital upgrades</li> </ul> <p><u>Plan</u></p> <ul style="list-style-type: none"> <li>• Set strategic direction</li> <li>• Assess current conditions</li> <li>• Understand the gaps</li> </ul> <p><u>Optimize</u></p> <ul style="list-style-type: none"> <li>• Analyze identified work and gaps</li> <li>• Prioritization</li> <li>• Analysis of funding options</li> <li>• Model competing implementation plans and approaches</li> <li>• Evaluation and decision making</li> </ul> <p><u>Enable</u></p> <ul style="list-style-type: none"> <li>• Realize the goals of the planning effort</li> <li>• Measure outcomes</li> <li>• Develop the feedback loop for the next planning effort</li> </ul> <p>The needs assessment (\$8.6M) regarding the Montessori building was before the upcoming planned renovations.</p> <p>Updates to buildings do not include the programmatic upgrades that will address modern curriculum needs.</p> <p>The next Health/Life Safety survey is due the year of 2022.</p> <p>Facility needs were deferred for many years in our District.</p> <p>President Nolan asked the following as a conclusion:</p> <ul style="list-style-type: none"> <li>• Was this the right approach? Are we on the right track?</li> <li>• Did we need a plan in order to address the wants?</li> <li>• What are the next steps?</li> </ul>	Information only.



TOPIC	DISCUSSION	ACTION
	Sam replied that the District should maximize the value of the <b>BOLD</b> project by utilizing the Buildings and Grounds staff. This approach would allow us to stay in line with the Strategic Plan. Please note, these were projections.	Information only.
	The BOLD Facility Plan and the Strategic Plan addressed the most important needs of the District.	
	President Nolan noted that the next work session will be in October 2019.	
	The consensus from the Board was to allow Buildings and Grounds to manage the work, as long as they do not fall behind, of the upcoming Capital Planning Improvements once they make a decision and discuss the budget. However, President Nolan asked for the overall cost on the frontend and estimated hours. The scope of the work must be identified.	
<b>Facilities Update</b>	Dr. Fred Bouchard, Assistant Superintendent of Support Services, presented a Facilities Update (see attached). He thanked the Buildings and Grounds for their hard work and dedication towards the District. He also thanked Steve Kline, Director of Buildings and Grounds, for his leadership. Dr. Bouchard noted that they were anticipating 98% completion at Stephen Decatur Middle School by Wednesday, August 14, 2019, however, there was a plan b if areas were not completed in order to start school.	Information only.
	Dr. Bouchard noted that the new circular drive parking was designated for visitors.	
	The new PBL furniture will be transitioned in after the start of the new school year.	
	Dr. Bouchard noted that school starts on August 14 <sup>th</sup> and there will be some detailed work and punch list items yet to complete.	
	Dr. Bouchard also thanked the Board, custodians, administration and the secretaries. Mr. Kline also thanked his custodial and maintenance teams.	
	Superintendent Fregeau asked the Board Members to visit Pershing Early Learning Center to see the new playground.	
<b>Food Service Update</b>	Scot Gregory, Director of Aramark Education, presented a Food Service Update (see attached). The Community Eligibility Provision (CEP) program has been implemented again district-wide; all students will receive a breakfast and lunch daily at no charge. Mrs. Creighton noted that breakfast in the classroom does not disrupt instruction.	Information only.
	President Nolan asked if the District was tracking data related to breakfast and the impact on learning. Dr. Covault replied that there was no quantitative data, however, teachers supported it.	

TOPIC	DISCUSSION	ACTION
	President Nolan shared that she expects ARA to support our students with some of the District initiatives. Mr. Gregory replied that expectations can be written into the contract.	
	Mr. Carson thanked Mr. Gregory for the breakfast/lunch program and his hard work for District 61 students.	
<b>Consent Items</b>	<p>Superintendent Fregeau recommended the Board approve the Consent Items as presented.</p> <ul style="list-style-type: none"> <li>A. Minutes: Open/Closed Meetings July 23, 2019</li> <li>B. Freedom of Information Report</li> <li>C. Bills</li> <li>D. Ancillary Wages</li> <li>E. Consulting Agreement with Hazard Young &amp; Attea (HYA) for 2019-2020 School Year</li> <li>F. Acceptance of Gift from Scholastic (<b>S5</b>)</li> <li>G. FastBridge 2019-2020 Subscription Renewal (<b>S1</b>)</li> <li>H. Jamf Software Renewal (<b>S1</b>)</li> <li>I. High Deductible Health Insurance Plan Design</li> <li>J. Employee Self-Service Benefits Placement</li> <li>K. Job Descriptions (<b>S4</b>):               <ul style="list-style-type: none"> <li>1) Innovative Programs Coordinator</li> <li>2) Executive Director of Innovative Programs and Strategic Planning</li> </ul> </li> <li>L. Job Descriptions (<b>S4</b>) – Scheduled B:               <ul style="list-style-type: none"> <li>1) Extra-Curricular Student Club (Elementary and Middle School)</li> <li>2) Middle School Athletic Director</li> <li>3) Middle School Baseball Coach</li> <li>4) Middle School Basketball Coach</li> <li>5) Middle School Cheer Sponsor</li> <li>6) Middle School Cross Country Coach</li> <li>7) Middle School Soccer Coach</li> <li>8) Middle School Softball Coach</li> <li>9) Middle School Track and Field Coach</li> <li>10) Middle School Volleyball Coach</li> <li>11) Middle School Wrestling Coach</li> </ul> </li> </ul>	<p>Motion carried. The Consent Items were approved as presented.</p>
	<p>Mrs. Creighton moved to approve the recommendation, seconded by Vice President Carson. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Briscoe, Taylor, Lewis, Carson, Oakes, Nolan, Creighton Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	

TOPIC	DISCUSSION	ACTION
<b>Personnel Action Items</b>	<p>Superintendent Fregeau recommended the Board approve the Personnel Action Items listed in the Memo from Deanne Hillman, Director of Human Resources as presented.</p> <p>Vice President Carson moved to approve the recommendation, seconded by Mr. Oakes. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Nolan, Taylor, Briscoe, Creighton, Oakes, Carson, Lewis  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. The Personnel Action Items were approved as presented.</p>
<b>Employment of Executive Director of Innovative Programs and Strategic Planning</b>	<p>Superintendent Fregeau recommended the Board approve the Employment of Ashley Grayned in the position of an Executive Director of Innovative Programs and Strategic Planning as presented.</p> <p>Mr. Oakes moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Lewis, Oakes, Taylor, Carson, Briscoe, Nolan, Creighton  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. Executive Director of Innovative Programs and Strategic Planning was approved as presented.</p>
<b>Contract Agreement between DPS 61 and the Health Services Consultants, Inc.</b>	<p>Superintendent Fregeau recommended the Board approve the Contract Agreement between Decatur Public School District 61 and the Health Services Consultants, Inc. for Speech and Language Professional Services as presented.</p> <p>Mr. Taylor moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Carson, Creighton, Taylor, Briscoe, Oakes, Lewis, Nolan  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. Agreement between DPS 61 and the Health Services Consultants was approved as presented.</p>
<b>FY20 Decatur Public School District 61 Tentative Budget</b>	<p>Superintendent Fregeau recommended the Board approve the FY2019-2020 Decatur Public School District 61 Tentative Budget as presented.</p> <p>Dr. Covault, Chief Operational Officer, noted that this was not a balanced budget at this time and a reduction plan was not required.</p> <p>Superintendent Fregeau asked about evidence-based funding. Dr. Covault noted that the State of IL has no projections. The District will receive tier 1 and tier 2 funding and he's monitoring the amounts. The tentative budget can be amended, if needed.</p> <p>Mrs. Creighton moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Creighton, Taylor, Oakes, Nolan, Lewis, Carson, Briscoe  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. FY20 DPS 61 Tentative Budget was approved as presented.</p>

TOPIC	DISCUSSION	ACTION
<b>Set Public Hearing</b>	President Nolan asked for a motion from the Board of Education to Set the Public Hearing date for the FY2019-2020 Decatur Public School District 61 Tentative Budget for 6:30 PM on Tuesday, September 10, 2019 in the 1 <sup>st</sup> Floor Board Room.  Mr. Oakes moved, seconded by Mr. Taylor. All were in favor.	Motion carried. Public Hearing was set for 09/10/19.
<b>iPad Purchase</b>	Superintendent Fregeau recommended the Board approve the iPad Purchase as presented.  Mrs. Creighton moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Oakes, Nolan, Lewis, Briscoe, Creighton, Taylor, Carson Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. iPad Purchase was approved as presented.
<b>Access Point</b>	Superintendent Fregeau recommended the Board approve the Access Point Purchase as presented.  Mrs. Creighton moved to approve the recommendation, seconded by Vice President Carson. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Taylor, Briscoe, Lewis, Creighton, Oakes, Carson, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. Access Point Purchase was approved as presented.
<b>Bond Issuance Debt Structure and Levy Proposal for BOLD Plan</b>	Superintendent Fregeau recommended the Board approve the Bond Issuance Debt Structure and Levy Proposal – <b>B</b> uilding better <b>O</b> pportunities for <b>L</b> earning in <b>D</b> ecatur ( <b>BOLD</b> ) Facility Plan as presented.  Mrs. Briscoe moved to approve the recommendation, seconded by Mr. Taylor. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Briscoe, Taylor, Lewis, Carson, Oakes, Nolan, Creighton Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. Bond Issuance Debt Structure and Levy Proposal was approved as presented.
<b>Important Dates</b>	<b><u>August</u></b> 8 Middle and High School Sports Physicals at <b>EHS</b> – 10:00 AM to 1:00 PM – For More Information Please Call <b>EHS</b> (217) 362-3100 <b>Please note: All 9<sup>th</sup> Grade Students Require a School Physical</b> 12 Middle and High School Sports Physicals at <b>MHS</b> – 10:00 AM to 1:00 PM – For More Information Please Call <b>MHS</b> (217) 362-3150 <b>Please note: All 9<sup>th</sup> Grade Students Require a School Physical</b> 12 First Official Teacher Work Day for the 2019-2020 School Year 13 Teacher Work Day and Building Meeting Day	Information only.

TOPIC	DISCUSSION	ACTION
	13 Elementary and K-8 Building Open Houses – 5:00 PM to 7:00 PM	
	14 <b>First Day of Student Attendance for the 2019-2020 School Year</b>	
	19 Middle School Open Houses – 5:00 PM to 7:00 PM	
	26 High School Open Houses – 5:00 PM to 7:00 PM	

**Please contact your home school for additional Open House information**

**NEXT MEETING**

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, August 20, 2019 in the 1<sup>st</sup> Floor Board Room at the Keil Administration Building.

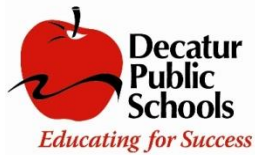
<b>Adjournment</b>	President Nolan asked for a motion to adjourn the Open Session Meeting. Mrs. Creighton motioned, seconded by Mr. Carson. All were in favor.	Board adjourned at 8:55 PM.
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Beth Nolan, President

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Melissa Bradford, Board Secretary



## Board of Education Decatur Public School District 61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Monthly Financial Conditions Report
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> Financial Conditions Report
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

The attached report illustrates the District's year-to-date revenues and expenditures and provides an explanation of the financial conditions of the Decatur Public School District and Macon-Piatt Special Education District.

### **CURRENT CONSIDERATIONS:**

As the District completes July, the first month of FY20, the Macon-Piatt Special Education District has expended 1.28% of its overall budget; Decatur 61 has expended 5.47% of its overall budget.

As of August 13, 2019, the State Comptroller is holding FY19 ISBE vouchers in the amount of \$1,087,137 of which \$960,977 is associated with transportation. The State Comptroller is holding FY20 ISBE vouchers in the amount of \$496,882 of which \$476,376 is associated with the Early Childhood Block Grant.

The District's July 2019 month-end education fund balance is \$22,911,227; the July 2018 month-end education fund balance was \$20,024,041.

### **FINANCIAL CONSIDERATIONS:**

n/a

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the Monthly Financial Conditions Report as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**2019-2020 Decatur Public S.D. #61  
Fund Balance Summary - July 31, 2019**

<b><u>Fund</u></b>	<b><u>Pre Audit Fund Balance 07/01/19</u></b>	<b><u>Revenues Year-to-Date</u></b>	<b><u>Expenditures Year-to-Date</u></b>	<b><u>Net Cash Flow</u></b>	<b><u>Change in Fund Balance</u></b>	<b><u>Balance 07/31/19</u></b>	<b><u>Tentative Balance 06/30/20</u></b>
<b>DISTRICT # 61</b>							
<b>Education</b>	\$14,374,484	\$12,051,250	\$3,514,507	\$8,536,743	\$0	<b>\$22,911,227</b>	<b>\$ 14,256,599</b>
<b>Operation &amp; Maintenance</b>	\$1,290,845	\$1,816,831	\$331,156	\$1,485,675	\$0	<b>\$2,776,520</b>	<b>\$ 1,248,413</b>
<b>Debt Service</b>	\$1,767,935	\$2,075,396	\$200	\$2,075,196	\$0	<b>\$3,843,131</b>	<b>\$ 2,551,330</b>
<b>Transportation</b>	\$2,017,099	\$726,390	\$5,021	\$721,369	\$0	<b>\$2,738,468</b>	<b>\$ 1,339,013</b>
<b>IMRF</b>	\$1,585,067	\$783,365	\$37,086	\$746,279	\$0	<b>\$2,331,346</b>	<b>\$ 1,147,031</b>
<b>Social Security/Medicare</b>	\$1,146,725	\$1,300,051	\$33,235	\$1,266,816	\$0	<b>\$2,413,541</b>	<b>\$ 1,516,281</b>
<b>Capital Projects Fund</b>	\$2,898,673	\$4,494,445	\$368,532	\$4,125,913	\$0	<b>\$7,024,586</b>	<b>\$ 15,173,473</b>
<b>Working Cash</b>	\$4,841,191	\$181,609	\$4,485,425	(\$4,303,816)	\$0	<b>\$537,375</b>	<b>\$ 5,246,096</b>
<b>Tort Immunity/Judgment</b>	\$2,464,674	\$1,566,144	\$162,757	\$1,403,387	(\$13,390)	<b>\$3,854,671</b>	<b>\$ 3,058,719</b>
<b>Fire Prevention/Safety</b>	\$3,631,827	\$187,263	\$98,168	\$89,095	\$0	<b>\$3,720,922</b>	<b>\$ 6,355,232</b>
<b><i>Totals District 61</i></b>	<b>\$36,018,520</b>	<b>\$25,182,744</b>	<b>\$9,036,087</b>	<b>\$16,146,657</b>	<b>(\$13,390)</b>	<b>\$52,151,787</b>	<b>\$51,892,187</b>
<b>Macon-Piatt Special Ed District</b>	<b>\$4,010,874</b>	<b>\$334,400</b>	<b>\$227,480</b>	<b>\$106,920</b>	<b>\$0</b>	<b>\$4,117,794</b>	<b>\$ 4,010,874</b>

**Macon-Piatt Special Education District**

**Report Date: July 2019**

**Financial Condition as of July 31, 2019**

**Percent of year passed: 8.33%**

		<b>Tentative</b>		<b>Percent</b>
<b>Revenues</b>		<b>Budget</b>	<b>Actual Y-T-D</b>	<b>Received/Used</b>
12	Education	17,781,788	334,400	1.88%
22	Operation & Maintenance	-	-	0.00%
42	Transportation	-	-	0.00%
52	IMRF	-	-	0.00%
Total Revenues		17,781,788	334,400	1.88%

<b>Expenditures</b>				
12	Education	16,315,831	223,119	1.37%
22	Operation & Maintenance	358,470	1,269	0.35%
42	Transportation	25,750	494	1.92%
52	IMRF	1,081,737	2,598	0.24%
Total Expenditures		17,781,788	227,480	1.28%

<b>Net Cash</b>				
Total Revenues		17,781,788	334,400	1.88%
Total Expenditures		17,781,788	227,480	1.28%
Net Cash		-	106,920	

<b>Fund Balances</b>		<b>Actual</b>
12	Education	4,117,794



**Decatur Public School District #61**  
**Report Date: July 2019**  
**Financial Condition as of July 31, 2019**

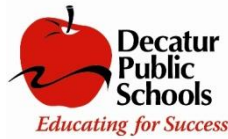
**Percent of year passed: 8.33%**

		<b>Tentative</b>		<b>Percent</b>	<b>FY 19 Percent</b>
	<b>Revenues</b>	<b>Budget</b>	<b>Actual Y-T-D</b>	<b>Received/Used</b>	<b>Received/Used</b>
					<b>As Of 7/31/18</b>
10	Education	94,098,805	12,051,250	12.81%	13.96%
20	Operation & Maintenance	6,149,633	1,816,831	29.54%	29.11%
30	Debt Service	22,213,395	2,075,396	9.34%	20.15%
40	Transportation	5,966,966	726,390	12.17%	10.72%
50	IMRF	1,666,229	783,365	47.01%	47.88%
51	Social Security	2,454,610	1,300,051	52.96%	52.98%
60	Capital Projects	22,885,000	4,494,445	19.64%	10.19%
70	Working Cash	10,279,905	181,609	1.77%	51.14%
80	Tort Immunity/Judgment	2,966,700	1,566,144	52.79%	53.96%
90	Fire Prevention/Safety	12,254,905	187,263	1.53%	50.26%
	<b>Total Revenues</b>	<b>180,936,148</b>	<b>25,182,744</b>	<b>13.92%</b>	<b>17.49%</b>

	<b>Expenditures</b>				
10	Education	94,216,690	3,514,507	3.73%	3.51%
20	Operation & Maintenance	6,192,065	331,156	5.35%	9.24%
30	Debt Service	21,430,000	200	0.00%	0.01%
40	Transportation	6,645,052	5,021	0.08%	1.38%
50	IMRF	2,104,265	37,086	1.76%	1.94%
51	Social Security	2,085,054	33,235	1.59%	1.32%
60	Capital Projects	10,610,200	368,532	3.47%	0.03%
70	Working Cash	9,875,000	4,485,425	45.42%	0.00%
80	Tort Immunity/Judgment	2,372,655	162,757	6.86%	4.99%
90	Fire Prevention/Safety	9,531,500	98,168	1.03%	0.32%
	<b>Total Expenditures</b>	<b>165,062,481</b>	<b>9,036,087</b>	<b>5.47%</b>	<b>3.36%</b>

	<b>Net Cash</b>			
	Total Revenues	180,936,148	25,182,744	13.92%
	Total Expenditures	165,062,481	9,036,087	5.47%
	<b>Net Cash</b>	<b>15,873,667</b>	<b>16,146,657</b>	

	<b>Fund Balances</b>	<b>Actual</b>
10	Education	22,911,227
20	Operation & Maintenance	2,776,520
30	Debt Service	3,843,131
40	Transportation	2,738,468
50	IMRF	2,331,346
51	Social Security/Medicare	2,413,541
60	Capital Projects	7,024,586
70	Working Cash	537,375
80	Tort Immunity/Judgment	3,854,671
90	Fire Prevention/Safety	3,720,922
	<b>Total Funds</b>	<b>52,151,787</b>



## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Treasurer's Report
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> <ul style="list-style-type: none"><li>• Updated June 2019 Treasurer's Report</li><li>• July 2019 Treasurer's Report</li></ul>
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

The attached report dated June 30, 2019 is an updated Treasurer's Report that was previously presented and approved at the July 23, 2019 Board meeting. There was an adjustment between funds 10 and 40 that affected the cash balances. Everything else in the report stayed the same.

The attached report dated July 2019 details the District's investments and the status of the District's cash as of July 31, 2019.

### **CURRENT CONSIDERATIONS:**

N/A

### **FINANCIAL CONSIDERATIONS:**

N/A

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the Treasurer's Reports as presented.

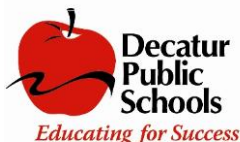
### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

<b>DECATUR PUBLIC SCHOOL DISTRICT #61</b>					
<b>TREASURER'S REPORT</b>					
<b>JUNE 2019</b>					
	Cash/Investments				Cash/Investments
	as of				as of
	05/31/19	Receipts	Disbursements	Change/Interest	06/30/19
Education	25,223,013.05	9,657,947.87	16,048,729.50	47,118.64	18,879,350.06
Operations & Maintenance	580,646.54	1,322,967.85	613,276.83	508.04	1,290,845.60
Debt Service	1,317,053.15	451,474.28	856.00	263.23	1,767,934.66
Transportation	2,951,998.48	248,372.26	1,203,915.10	3,891.21	2,000,346.85
IMRF	1,408,166.55	303,279.00	129,628.98	3,250.75	1,585,067.32
Social Security	1,358,750.41	0.57	214,678.73	2,652.61	1,146,724.86
Capital Projects	2,962,235.22	0.00	65,311.98	1,749.60	2,898,672.84
Working Cash	4,830,424.71	0.00	0.00	10,766.79	4,841,191.50
Tort/Judgment Immunity	2,877,534.20	87.37	418,051.73	5,104.06	2,464,673.90
Fire Prevention & Safety	3,618,266.06	0.00	181.16	13,741.44	3,631,826.34
Macon-Piatt Special Education	4,926,738.09	1,490,972.90	2,415,821.21	8,984.04	4,010,873.82
Activities	585,861.36	34,221.97	72,404.66	1,062.84	548,741.51
	52,640,687.82	13,509,324.07	21,182,855.88	99,093.25	45,066,249.26
				Dr. Todd Covault	06/30/19

<b>DECATUR PUBLIC SCHOOL DISTRICT #61</b>					
<b>TREASURER'S REPORT</b>					
<b>JULY 2019</b>					
	Cash/Investments				Cash/Investments
	as of				as of
	06/30/19	Receipts	Disbursements	Change/Interest	07/31/19
Education	18,879,350.06	12,266,161.88	6,590,958.70	24,786.86	24,579,340.10
Operations & Maintenance	1,290,845.60	1,816,845.77	333,513.69	1,543.76	2,775,721.44
Debt Service	1,767,934.66	2,072,588.82	200.00	2,806.90	3,843,130.38
Transportation	2,000,346.85	724,861.01	27,724.37	1,960.99	2,699,444.48
IMRF	1,585,067.32	780,949.24	37,086.27	2,415.45	2,331,345.74
Social Security	1,146,724.86	1,298,331.58	33,235.06	1,719.56	2,413,540.94
Capital Projects	2,898,672.84	4,485,424.71	368,531.92	9,020.13	7,024,585.76
Working Cash	4,841,191.50	181,107.86	4,485,424.71	500.99	537,375.64
Tort/Judgment Immunity	2,464,673.90	1,562,272.05	176,186.44	3,911.78	3,854,671.29
Fire Prevention & Safety	3,631,826.34	181,107.86	98,168.44	6,155.36	3,720,921.12
Macon-Piatt Special Education	4,010,873.82	328,112.96	228,329.31	6,286.91	4,116,944.38
Activities	548,741.51	18,805.41	12,974.34	752.67	555,325.25
	45,066,249.26	25,716,569.15	12,392,333.25	61,861.36	58,452,346.52
				Dr. Todd Covault	07/31/19



## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Job Description: Chief Communications Officer (CCO)
<b>Initiated By:</b> Dr. Paul Fregeau, Superintendent	<b>Attachments:</b> Job Description: Chief Communications Officer (CCO)
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

The position of a Chief Communications Officer (CCO) was created to serve in the capacity as a principal advisor providing comprehensive and proactive communications, strategies and planning, media relations, and news analysis for the entire District. This position will assume duties and responsibilities for not only internally, but externally as well.

### CURRENT CONSIDERATIONS:

The Chief Communications Officer (CCO) will oversee the Community Engagement Department and work closely with the Director, who will provide additional support to ensure that the District and the Decatur community are aware of the current and upcoming and future initiatives, events and projects taking place within Decatur Public Schools. These efforts are needed as we continue to become the “Destination District.”

Position Title	Changes/Updates
Chief Communications Officer (CCO)	Created new job description to suffice reorganizational needs.

### FINANCIAL CONSIDERATIONS:

The position is not currently accounted for in the FY20 preliminary budget. Upon Board approval, the Business Office would add additional expenses to the final budget.

### STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve this Job Description as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**TITLE:** Chief Communications Officer (CCO)

**PURPOSE:** Under the direction of the Superintendent or designee, the Chief Communications Officer (CCO) serves as principal advisor providing comprehensive and proactive communications, strategies and planning, media relations, and news analysis to the Superintendent, Board of Education and Leadership Team. The CCO is responsible for DPS61 communications, including internal communications, media and internal websites, marketing and strategic communications.

## **QUALIFICATIONS:**

### **Training, education, and experience**

- Bachelor's Degree or its equivalency required in Communications, English, Public Relations, Journalism, Marketing or related field. A combination of experience and education may be used to meet the Bachelor Degree requirement.
- Preference of a Master's degree or equivalent experience and professional development in Communications, Marketing, Public Policy Administration or related field.
- Five (5) years of accomplished strategic communications experience of increasing scope required, preferably with some experience at a public agency or with a large, complex organization.
- Outstanding oral and written communication skills.
- Proven experience as a leader in communicating with a diverse community.
- Experience working proactively with media, establishing influential productive working relationships.
- Experience functioning successfully as a communications strategist and spokesperson in a politically charged environment.
- Fiscal accountability and budget management experience.

### **Licenses and other requirements:**

- Employment eligibility that may include fingerprints, Tuberculosis and/or other employment clearance.

## **EXPERIENCE:**

### **Knowledge and abilities of**

- Current public education trends, issues and research.
- Current literature and best practices in public relations, marketing, communications, community relations and public affairs.
- Federal, state and local regulatory requirements applicable to DPS61 communications and community outreach programs.
- District functions, policies, rules, regulations, goals and objectives.
- Marketing and communications theory, principles, practices and strategies.
- Public institution administration and education administration strategies.
- Laws related to freedom of the press and free access to public information.

- Diversity, sensitivity, and competence with regard to issues of race, learning or other ability, ethnicity, culture, religion, gender, socio-economic group, sexuality or other orientations or cultural markers.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Budget development and administration.
- Computer software, hardware, and related technology.

#### **Ability to**

- Develop and implement comprehensive public relations strategies and activities.
  - Generate print and broadcast media coverage.
  - Establish strong partnerships across organizations and develop powerful messages for different constituencies including parent, staff and community members.
  - Work with stakeholders including families, governmental agencies and business community.
  - Become conversant quickly in DPS61's work and to communicate with experts.
  - Work on issue-based communications and/or policy advocacy through messaging, positioning, media and communications strategy, journalism, branding and constituent engagement.
  - Manage and lead the Communications Department efficiently and effectively.
  - Effectively plan, organize, and implement a comprehensive internal and external communications program.
  - Assess, evaluate and enhance formal, informal, internal and external communications programs.
- 
- Work as a member of a team.
  - Maintain sensitive and confidential communications.
  - Work independently in a variety of situations often requiring extensive contact with local public leaders, local media representatives, community members and special interest groups.
  - Establish and maintain effective communications and working relationships with school officials, school administrators, teachers, support staff, students, parents, and the community.
  - Demonstrate cultural competence and sensitivity with diverse groups across lines of race, ethnicity, religion, gender, socio-economic group, sexual orientation, and other identifiers.
  - Operate personal computer, related software, and other office equipment.

**REPORTS TO:** Superintendent of Schools

#### **MAINTAINS LIAISON WITH:**

- Board of Education
- Superintendent
- Assistant Superintendent
- Director of Human Resources
- All Administrators

- Teachers and Classified Employees
- Print and Electronic Media
- Decatur Public Schools Foundation
- Community and Civic Organizations
- Other Education Entities

### **PERFORMANCE RESPONSIBILITIES:**

(The following are the essential fundamentals/functions to include but not limited to the following job duties.)

1. Serve as chief communication strategist on DPS61 initiatives, goals and priorities with focus on forward- looking message and communications planning.
2. Communicate and represent the District's vision and perspective internally and to the general public/community, as designated by the Superintendent.
3. Build and maintain public support for public education and the school system in collaboration with the Superintendent, Superintendent's Cabinet, Executive Staff, and DPS61 administration.
4. Lead strong, vision-focused, service-oriented team of professionals across all aspects of media, internal and external communications, multi-cultural outreach, web design and communications and marketing.
5. Manage the Leadership Team's public communications and the District's brand through well-developed internal communications, public affairs, crisis communications and marketing plan.
6. Develop, direct, and evaluate the District's public relations, marketing, communications, and publicaffairs strategy; execute effective campaigns/programs on a local, state, and national basis, with major emphasis on employee communications and communications between the District and the community.
7. Serve as public relations counsel and advisor to the Superintendent, and serve on the Superintendent's Cabinet.
8. Provide professional public relations counsel and assistance to DPS61 administration and the Board of Education pursuant to Board Policies and Administrative Procedures.
9. Identify community issues and concerns, and develop strategies for dealing effectively and proactively with community issues and concerns; interact with diverse stakeholder groups, and represent the Superintendent as needed.
10. Assist in problem solving between and among offices in issues involving the Superintendent's input, and represent the Superintendent on teams for large-scale projects and District-wide initiatives with major employee and community impacts.
11. Represent the Superintendent and DPS61 administration at various community functions and on local, state, and national non-profit and professional boards.
12. Serve as the Superintendent's representative and liaison to community leaders and groups.

### **Administration and Management**

1. Develop communication strategies, tactics, and action plans for all major DPS61 initiatives, and serve as a public relations consultant to key District committees and task forces.



2. Manage the operations of the Communications Department, with direct responsibility for department personnel, budget, materials, and equipment.

### **Media Relations**

1. Lead the development and delivery of news to broadcast, print, and online media to create media coverage of the school District on a daily basis.
2. Serve as a liaison between the District and the media, and serve as the District's chief spokesperson, handling sensitive and controversial issues.
3. Develop, coordinate, and monitor the crisis communication plan and implementation.
4. Organize press conferences and the release of information to the media and the public.
5. Develop and maintain working relationships with community leaders, organizations, and members of the media.

### **Public Engagement**

1. Represent DPS61 at community, state, and national functions, as requested by the Superintendent.
  2. Organize and plan regular meetings of various DPS61 advisory groups.
  3. Make the community aware of DPS61 needs and goals; oversee fund development, corporate and philanthropic grants management, and in-kind donations.
  4. Develop processes and systems for garnering public input and support on key initiatives and issues.
  5. Communicate to the public the rationale for Superintendent and Board of Education decisions.
- 

### **Marketing/Communications**

1. Create and implement a marketing program that enhances DPS61 image in the eye of the public and elected officials, as well as the corporate and grant community, with a recognizable "brand" reflective of a school district on an upward trajectory.
2. Develop and maintain brand image, positioning, and messaging for DPS61; develop and maintain image and identity standards for DPS61.
3. Secure the development of public opinion polls, and solicit feedback from DPS61 community members through formal and informal means regarding District initiatives, programs, and decisions.
4. Provide analysis of results, and recommend public relations/marketing strategies and tactics.
5. Develop District-wide advertising and public relations campaigns and collateral materials to market DPS61.
6. Manage the development and production of District marketing communications, including print and electronic publications, collateral materials, presentations, website content, social networking sites such as Twitter and Facebook, new media productions, advertising, media relations, and television broadcasts for staff and the community.

### **Employee Communications**

1. Develop overall strategy and plan for District-level employee communications.
2. Maintain open line of communication between the Superintendent and DPS61 employees using a variety of tactics and techniques.
3. Communicate to staff the rationale for Superintendent and Board of Education decisions.

### **Decision Making**

1. Authority to set overall direction for public relations program, make final decisions, and take action regarding media relations, marketing and employee communications within policies and regulations set by the Board of Education and Superintendent.
2. Work collaboratively with and provide communication expertise to Superintendent's Cabinet and Executive Staff on a variety of DPS61 projects and initiatives.
3. Decisions made have a direct impact on employee and public perception regarding DPS61.

### **Internal and External Audience**

1. Communicate and collaborate with the Superintendent, Cabinet, Board of Education, other administrators, and district personnel to coordinate activities and programs, resolve issues and conflicts, and exchange information; model district standards of ethics and professionalism.
2. Communicate and collaborate with the media (local, state, and national), business leaders, DPS61 donors and business partners, Chamber of Commerce, elected officials, government leaders, community/faith leaders, District Advisory Committee/Parent Teachers Association/parent leaders, parents, patrons/community members, and other education leaders to coordinate activities and programs, resolve issues and conflicts, and exchange information.
3. Perform related duties as assigned.

**TERMS OF EMPLOYMENT:** This is a 260 day position.

**GRADE LEVEL:** 19

### **EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

### **PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to use repetitive hand motions, including prolonged use of a computer terminal. The employee is frequently required to sit, see, talk, and hear.

The employee is occasionally required to stand and walk. The employee must frequently lift and/or move up to 20 pounds.

Specific vision abilities required by this job include close vision, depth perception, and ability to adjust focus with or without correction.

Hear in the normal audio range with or without correction.

### **MENTAL DEMANDS:**

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, instruct, synthesize, evaluate, use interpersonal skills, compile, and negotiate. The employee frequently is required to compute. The employee occasionally is required to copy. The employee must possess the ability to read and interpret curriculum documents and procedure manuals. The employee must possess the ability to write routine reports and correspondence.

### **WORK ENVIRONMENT:**

The noise level in the work environment is usually moderate. The job is performed under minimal temperature variations and in a generally hazard free environment.

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*Decatur Public Schools is an equal employment opportunity employer with an affirmative action plan.*

## Board of Education Decatur Public School District #61

<b>Date:</b> August 20, 2019	<b>Subject:</b> Approval of Updates to School Board Policies (First and Final Reading)
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> Updated Policies <ul style="list-style-type: none"> <li>• Section 02 – School Board</li> <li>• Section 03 – General School Admin</li> <li>• Section 04 – Operational Services</li> <li>• Section 05 – Professional Personnel</li> <li>• Section 06 – Instruction</li> <li>• Section 07 – Students</li> </ul>
<b>Reviewed By:</b> Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

The Board Policy Committee regularly reviews Policies to make adjustments based on Illinois Association of School Boards (IASB) recommendations, current practices, needed changes to practices, and updates to reflect changes associated with new laws. The policies are reviewed by the Board Committee and the best corresponding administrator(s).

### CURRENT CONSIDERATIONS:

The District generally submits policy changes through two public readings allowing time for input from the general public. The following policy recommendations have no substantial impact to the general public. The policies are being presented showing the recommended changes. Following approval the “clean” version will be posted to the Online Policy Manual on the District’s website.

These policies are recommended for approval with the first reading.

- 2:110 – *School Board – Qualifications, Term, and Duties of Board Officers*
  - The first listed duty was split into two.
- 3:10 – *General School Administration – Goals and Objectives*
  - Change to Cross Reference.
- 3:60 – *General School Administration – Administrative Responsibility of the Building Principal*
  - Change to Cross Reference.
- 4:90 – *Operational Services – Activity Funds*
  - Change to Cross Reference
- 5:130 – *General Personnel – Responsibilities Concerning Internal Information*
  - Changes to Legal and Cross References
- 6:40 – *Instruction – Curriculum Development*

- Changed identifiers “Common Core” to “Illinois State Learning Standards”
  - Changes to Legal and Cross References
- 6:110 – *Instruction – Programs for Students at Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*
  - Change to Legal Reference
- 6:340 – *Instruction – Student Testing and Assessment Program*
  - Changed identifiers “Partnership for Assessment of Readiness for College and Careers (PARCC)” to “Illinois Assessment of Readiness (IAR)”
  - Changes to Legal References
- 7:170 – *Students – Vandalism*
  - Changes to Legal and Cross References

**FINANCIAL CONSIDERATIONS:**

N/A

**STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the updates to Policies from Section 02 – School Board, Section 03 – General School Admin, Section 04 – Operational Services, Section 05 – Professional Personnel, Section 06 – Instruction and Section 07 – Students as presented.

**RECOMMENDED ACTION:**

☒ Approval  
☐ Information  
☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## **School Board**

### **Qualifications, Term, and Duties of Board Officers**

The School Board officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

#### **President**

The Board elects a President from its members for a ~~2~~two-year term. The duties of the President are to:

- ~~1. Focus the Board meeting agendas on appropriate content and p~~Preside at all meetings;
- ~~1-2. Focus the Board meeting agenda on appropriate content;~~
- ~~2-3.~~Make all Board committee appointments unless specifically stated otherwise;
- ~~3-4.~~Attend and observe any Board committee meeting at his or her discretion;
- ~~4-5.~~Represent the Board on other boards or agencies;
- ~~5-6.~~Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
- ~~6-7.~~Call special meetings of the Board;
- ~~7-8.~~Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
- ~~8-9.~~Ensure that a quorum of the Board is physically present at all Board meetings;
- ~~9-10.~~Administer the oath of office to new Board members; and
- ~~10-11.~~Serve as the Board's official spokesperson to the media.

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency.

#### **Vice President**

The School Board elects a Vice President from its members for a ~~2~~two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;
2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by special Board election.

#### **Secretary**

The Board elects a Secretary for a ~~2~~two-year term. The ~~s~~Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the ~~s~~Secretary is a Board member, the compensation shall not exceed \$500 per year, as fixed by the Board at least 180 days before the beginning of the term. The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election ~~official~~ authority for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

### **Recording Secretary**

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

### **Treasurer**

The Treasurer of the Board shall be either a member of the Board who serves a ~~one~~-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

- Be at least 21 years old;
- Not be a member of the County Board of School Trustees; and
- Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

LEGAL REF.: 5 ILCS 120/7 and ILCS 420/4A-106.  
105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5,  
5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, and 5/17-1.

CROSS REF.: 2:80 (Board Member Oath and Conduct), [2.150 \(Committees\)](#), 2:210  
(Organizational School Board Meeting), [2:220 \(School Board Meeting  
Procedure\)](#)

ADOPTED: May 13, 1997

REVISED: August 2004  
March 24, 2009  
August 26, 2014  
[August 20, 2019](#)



**General School Administration****Goals and Objectives**

The Superintendent directs the administration in order to manage the School District and to facilitate the implementation of a quality educational program in alignment with School Board policy 1:30, *School District Philosophy*. Specific goals and objectives are to:

1. Provide educational expertise;
2. Plan, organize, implement, and evaluate educational programs that will provide for students' mastery of the Illinois Learning Standards;
3. Meet or exceed student performance and academic improvement goals established by the Board;
4. Develop and maintain channels for communication between the school and Community;
5. Develop an administrative procedures manual and handbooks for personnel and students that are in alignment with Board policy;
6. Manage the District's fiscal and business activities to ensure financial health, cost-effectiveness, and protection of the District's assets; and
7. Provide for the proper use, reasonable care, and appropriate maintenance of the District's real and personal property, including buildings, equipment, and supplies.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-21.4, and 5/10-21.4a.

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the School Board; Indemnification), 2:130 (Board Superintendent Relationship), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 6:10 (Educational Philosophy and Objectives)

ADOPTED January 14, 1997

REVISED: May 12, 1998  
April 28, 2009  
August 26, 2014  
August 20, 2019

## **General School Administration**

### **Administrative Responsibility of the Building Principal**

#### Duties and Authority

The School Board, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building Principal is the improvement of instruction. Each Building Principal shall perform all duties as described in State Law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building Principal's education and training.

Each Building Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or assistant principal.

#### Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for Principals and Assistant Principals that complies with Section 24A-15 of the School Code and relevant Illinois State Board of Education rules. Using that plan, the Superintendent or designee shall evaluate each Building Principal and Assistant Principal. The Superintendent or designee may conduct additional evaluations.

#### Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Superintendent*.

LEGAL REF.: 10 ILCS 5/4-6.2.  
105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 10-23 8a, 10-23 8b, and  
5/24A-15.  
105 ILCS 127/.  
23 Ill. Admin. Code Parts 35 and 50, Subpart D.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Superintendent),  
5:250 (Leaves of Absence)

ADOPTED: January 14, 1997

REVISED: March 10, 1998  
April 28, 2009  
September 11, 2012  
August 26, 2014  
August 11, 2015  
August 20, 2019

## **Operational Services**

### **Activity Funds**

The Board of Education, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes.

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board Policy, 4:80, *Accounting and Audits*; State law; and the Illinois State Board of Education rules for student activity funds. The Board of Education will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with The School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the Illinois State Board of Education rules for school activity funds, including the authority to make loans between activity funds.

Unless otherwise instructed by the Board of Education, a student activity fund's balance will carry over to the next fiscal year. An account containing student activity funds that is inactive for 12 consecutive months shall be closed and its funds transferred to another student activity fund with a similar purpose.

LEGAL REF.: 105 ILCS 5/8-2 and 5/10-20.19.

23 Ill.Admin.Code §§100.20 and 100.80.

CROSS REF.: 4:80 (Accounting and Audits), 7:325 (Student Fund-Raising Activities)

ADOPTED: January 28, 1997

REVISED: May 27, 2008

May 26, 2009

May 22, 2012

August 5, 2014

August 20, 2019

**General Personnel****Responsibilities Concerning Internal Information**

District employees are responsible for maintaining: (1) the integrity and security of all internal information, and (2) the privacy of confidential records, including but not limited to: students school records, personnel records, and the minutes of, and material disclosed in, a closed School Board meeting. Internal information is any information, oral or recorded in electronic or paper format, maintained by the District or used by the District or its employees. The Superintendent or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

LEGAL REF.:	<a href="#"><u>Family and Education Privacy Rights Act</u></a> , 20 U.S.C. §1232g. <a href="#"><u>Uses and Disclosures of protected Health Information, General Rules</u></a> , 45 C.F. R. §164.502 <a href="#"><u>Ill. Freedom of Information Act</u></a> , 5 ILCS 140/ <del>1-et seq.</del> <a href="#"><u>Local Records Act</u></a> , 50 ILCS 205/ <del>1-et seq.</del> 105 ILCS 10/ <del>1-et seq.</del> <a href="#"><u>Personnel Records Review Act</u></a> , 820 ILCS 40/ <del>1-et seq.</del>
CROSS REF.:	2:140 ( <a href="#"><u>Communications To and From the Board</u></a> ), 2:250 ( <a href="#"><u>Access to District Public Records</u></a> ), 5:150 ( <a href="#"><u>Personnel Records</u></a> ), 7:340 ( <a href="#"><u>Student Records</u></a> )
ADOPTED:	April 8, 2008
REVISED:	October 28, 2014 <a href="#"><u>August 20, 2019</u></a>

## **Instruction**

### **Curriculum Development**

#### **Adoption**

The Superintendent or designee shall recommend a comprehensive curriculum that is aligned with:

1. The District's educational philosophy and goals,
2. Student needs as identified by research, demographics, and student achievement and other data,
3. The knowledge, skills, and abilities required for students to become life-long learners,
4. The minimum requirements of State and Federal law and regulations for curriculum and graduation requirements,
5. The curriculum of non-District schools that feed into or from a District school, provided that the necessary cooperation and information is available,
6. The ~~Common Core Standards~~ Illinois State Learning Standards and any District learning standards, and
7. Any required State or federal student testing.

The School Board will adopt, upon recommendation of the Superintendent, a curriculum that meets the above criteria.

#### **Experimental Educational Programs and Pilot Projects**

The Superintendent or designee may recommend experimental educational programs and/or pilot projects for Board of Education consideration. Proposals must include goals, material needs, anticipated expenses, and an evaluation process. The Superintendent shall submit to the Board periodic progress reports for programs that exceed one year in duration and a final evaluation with recommendation upon the program's completion.

#### **Single-Gender Classes and Activities**

The Superintendent or designee may recommend a program of non-vocational single-gender classes and/or activities to provide diverse educational opportunities and/or meet students' identified educational needs. Participation in the classes or activities must be voluntary, both genders must be treated with substantial equality, and the program must otherwise comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*. The Superintendent must periodically evaluate any single-gender class or activity to ensure that: (1) it does not rely on overly broad generalizations about the different talents, capabilities, or preferences of either gender, and (2) it continues to comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*.

Development

The Superintendent or designee shall develop a curriculum review program to monitor the current curriculum and promptly suggest changes to make the curriculum more effective, to take advantage of improved teaching methods and materials, and to be responsive to social change, technological developments, the rapid expansion of knowledge, student needs, and community expectations.

The Superintendent or designee shall report to the Board as appropriate, the curriculum review program's efforts to:

1. Regularly evaluate the curriculum and instructional program.
2. Ensure the curriculum continues to meet the stated adoption criteria.
3. Include input from a cross-section of teachers, administrators, parents/guardians, and students, representing all schools, grade levels, disciplines, and specialized and alternative programs.
4. Coordinate with the process for evaluating the instructional program and materials.

Curriculum Guides and Course Outlines

The Superintendent or designee shall develop and provide subject area curriculum guides for the various subject areas and their provision to appropriate staff members.

LEGAL REF.: [20 U.S.C. §1681, Title IX of the Education Amendments of 1972, implemented by 34 C.F.R. Part 106.](#)  
105 ILCS 5/10-20.8 and 5/10-19.

CROSS REF.: 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:70 (Teaching About Religions), 6:80 (Teaching About Controversial Issues), ~~6:90~~, 6:100 (Using Animals in the Educational Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:120 (Education of Children with Disabilities), 6:130 (Program for the Gifted), [6:135 \(Accelerated Placement Program\)](#), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:150 (Home and Hospital Instruction), 6:160 (English Language Learners), 6:170 (Title I Programs), 6:180 (Extended Instructional Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights)

ADOPTED: June 24, 1997

REVISED: November 25, 2003  
August 7, 2012  
January 27, 2015  
August 11, 2015  
August 20, 2019

### **Instruction**

#### **Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program**

The Superintendent or designee shall develop, maintain, and supervise a program for students at risk of academic failure or dropping out of school. The program shall include education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following:

- Parent-teacher conferences
- Counseling services by social workers and/or guidance counselors
- Counseling services by psychologists
- Psychological testing
- Truants' alternative and optional education program
- Alternative school placement
- Community agency services
- Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time-to-time
- Graduation incentives program
- Remediation program

Any student who is below the age of 20 years is eligible to enroll in a graduation incentives program if he or she:

1. Is considered a dropout according to State law;
2. Has been suspended or expelled;
3. Is pregnant or is a parent;
4. Has been assessed as chemically dependent; or
5. Is enrolled in a bilingual education or English Language Learners program.

LEGAL REF.: 105 ILCS 5/2-3.41, 5/2-3.66, 5/10-20.9a, 5/13B-~~1 et seq.~~, 5/26-2a, 5/26-13, 5/26-14, and 5/26-16

CROSS REF.: 6:280 (Grading and Promotion), 6:300 (Graduation Requirements), 7:70 (Attendance and Truancy)

ADOPTED: June 24, 1997

REVISED: November 25, 2003  
February 27, 2007  
August 7, 2012  
January 27, 2015  
March 24, 2015  
August 20, 2019



## Instruction

### Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and instructional needs; curriculum and instruction effectiveness; and school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers the State assessment system, known as the ~~Partnership for Assessment of Readiness for College and Careers~~ *Illinois Assessment of Readiness* (PARCC~~CIAR~~), to all students and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student's parents/guardians with the results or scores of each State assessment and an evaluation of the student's progress. See policy 6:280, *Grading and Promotion*.
4. Utilizes professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30<sup>th</sup> day of each school year, and (2) made publicly available to parents/~~and~~ guardians of students. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.: ~~Family Educational Rights and Privacy Act~~, 20 U.S.C. §1232g, Family Educational Rights and Privacy Act.  
~~Illinois School Student Records Act~~, 105 ILCS 10/, Illinois School Student Records Act.  
105 ILCS 5/2-3.63a-5, 5/2-3.64a-5, 5/10-17a, 5/22-82, and 5/27-1.

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

ADOPTED: March 11, 1997

REVISED: June 26, 2001  
August 7, 2012  
February 24, 2015  
March 24, 2015  
January 10, 2017  
January 9, 2018  
August 20, 2019

**Students****Vandalism**

The School Board will seek restitution from students and their parent(s)/guardian(s) for vandalism or other student acts which cause damage to school property.

LEGAL REF.: 740 ILCS 115/.

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:190 (Student ~~Discipline~~Behavior)

ADOPTED: March 25, 1997

REVISED: September 11, 2012  
January 27, 2015  
August 20, 2019