



DECATUR PUBLIC SCHOOL DISTRICT #61
BOARD OF EDUCATION
AGENDA

Regular Meeting
Hope Academy Magnet School
Room 089 – Hope Academy
Cafetorium – Hope Academy

January 23, 2018
4:00 PM Open Session
Closed Session Immediately Following
6:30 PM Open Session Continuing

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

Board of Education Mission Statement:

“As elected representatives of the Decatur community, the Board of Education aspires to make our schools high performing and visionary. We seek to collaborate with and inspire all our stake-holders to promote a student-centered, inclusive, value-driven environment in all our schools. The school board recognizes its fiduciary responsibilities and board members strive to be engaged and promote a culture conducive to learning.”

The Board of Education Core Values:

Engaged ~ Collaborate ~ Inclusive ~ Excellence ~ Citizenship ~ Innovation

IO 1.0 CALL TO ORDER
Roll Call

IO 2.0 CALL FOR EXECUTIVE SESSION
The Board of Education will meet in Closed Executive Session to conduct a student discipline hearing and to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.

IO 3.0 PLEDGE OF ALLEGIANCE

AI 4.0 APPROVAL OF AGENDA, JANUARY 23, 2018

IO 5.0 SPECIAL PRESENTATIONS AND DISTRICT HIGHLIGHTS

Rev. Dr. Martin Luther King, Jr. Essay Winners: Maria Robertson, Director of Community Engagement

Congratulations! The following students were selected and received awards for their essays in honor of the Reverend Dr. Martin Luther King, Jr. on Saturday, January 13, 2018. Winners of the essay contest were as follows:

Elementary School 3-6

1st Place Winners:

- Maddox Anderson, Enterprise Montessori Elementary School
- Jalaya Norman, French Academy Magnet School

2nd Place Winners:

- Isabelle Tripp, Baum Elementary School
- Yazmin Hill, Enterprise Montessori Elementary School

3rd Place: Winners:

- Jeremiah Maclin, Franklin Elementary School
- Aidan Bruce, Enterprise Montessori Elementary School

Middle School 7-8

1st Place Winner:

- Madison Baine, Johns Hill Magnet School

2nd Place Winner:

- Layla Eilers, Johns Hill Magnet School

3rd Place: Winner:

- Alondra Alvarez-Onate, Johns Hill Magnet School

IO 6.0 PUBLIC PARTICIPATION

IO 7.0 SUPERINTENDENT'S REPORT

- A. Strategic Plan Progress Update: Dr. Lindsey Gunn, Representative from the Cambrian Group
- B. Superintendent Evaluation Training: Fred Spannaus, Former Board of Education Member
- C. School Board Policy 2:115 Student Ambassador Program: Dr. Paul Fregeau, Superintendent

AI 8.0 CONSENT ITEMS

- A. Minutes: Open/Closed Meetings January 09, 2018
- B. Financial Conditions Report
- C. Treasurer's Report
- D. Accepting a Gift from Staley A.E., Jr. Foundation
- E. Dennis Lab School Fundraiser
- F. Tolling Agreement between Decatur Public School District 61 and BLDD Architects regarding the Athletic Field's Condition at Eisenhower High School
- G. Tolling Agreement between Decatur Public School District 61 and Nicholas & Associates, Inc. regarding the Athletic Field's Condition at Eisenhower High School
- H. Job Descriptions:
 - Early Childhood Learning Principal
 - Family Support Transition Coordinator
- I. Job Descriptions Macon-Piatt Special Education (MPSED):
 - Certified Occupational Therapist Assistant
 - Occupational Therapist
 - Physical Therapist
 - Physical Therapist Assistant
 - School Social Worker
 - Speech and Language Pathologist

- J. Resolution Authorizing Donation-Recycling of School Personal Property
- K. NaviGate Prepared System for District's On-line Safety Plans

AI 9.0 ROLL CALL ACTION ITEMS

- A. Personnel Action Items

DI 10.0 BOARD DISCUSSION ITEMS

- A. Board Committee Updates and other Discussion

IO 11.0 ANNOUNCEMENTS

The Board of Education sends condolences to the families of:

Lynes Sinclair, who passed away Wednesday, January 10, 2018. Mrs. Sinclair was the mother of LeighAnn Miner, Kindergarten/First Grade Teaching Assistant at Hope Academy Magnet School.

Robert "Bob" Kramer, who passed away Monday, January 15, 2018. Mr. Kramer was the father of Joyce Brown, Teaching Assistant at MacArthur High School.

IO 12.0 IMPORTANT DATES

- February** 07 Half Day of School for Students
- 09 3rd Quarter Midterm Distribution
- 19 President's Day Holiday
 - **No School and District Offices are Closed**
- 20 The DPS 61 Athletic Hall of Fame Induction Ceremony for Coaches
 - During Half Time of the EHS versus MHS Boys Varsity Basketball Game at MacArthur High School – Tipoff is at 7:30 PM
 - Junior Varsity will begin at 6:00 PM
- 21 Half Day of School for Students

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, February 13, 2018 in the 1st Floor Board Room at the Keil Administration Building.

13.0 ADJOURNMENT

Overview of Evaluation

The Superintendent will develop and foster a system of leadership that will improve the performance of Decatur Public Schools in three Goal areas: Climate and Culture, Student Learning, and Resource Utilization. Each Goal will have one overall rating; individual items within each goal will not be formally scored but used as discussion items for growth opportunities.

Item	Who Gives Input (using Rubrics)
<i>GOAL #1: Climate and Culture</i>	
<i>1.1. The superintendent communicates clearly, openly, and honestly with the school board.</i>	School Board
<i>1.2. The superintendent has processes in place to make employees feel engaged, valued, and important</i>	Survey of DLT
<i>1.3. The superintendent communicates with staff effectively (listening, clearly delegating, holding staff accountable, and providing support).</i>	Survey of DLT
<i>1.4. The superintendent utilizes data to make rational recommendations to improve/maintain climate and culture.</i>	School Board plus Survey of Administration Team
<i>1.5. The superintendent collaborates to grow effective partnerships with other community entities to support district goals.</i>	Telephone survey of key partners
<i>GOAL #2: Student Learning</i>	
<i>2.1. By listening to staff, the superintendent develops and supports best practices for instruction and learning.</i>	Survey of Administration Team
<i>2.2. The superintendent provides accurate, meaningful, and timely data to the board regarding effectiveness of instructional methods, programs and training needs.</i>	School Board
<i>2.3. The superintendent provides quarterly reports to the school board containing building-level data referencing student achievement, attendance, discipline, referrals, suspensions, and expulsions.</i>	School Board
<i>2.4. The superintendent ensures a safe, orderly learning environment in which all students, staff, and parents feel safe, valued, and respected.</i>	Survey of DLT
<i>GOAL #3: Resource Utilization</i>	
<i>3.1. The superintendent has human resource processes and procedures in place that are fair, defensible, understandable, and consistent.</i>	School Board plus Survey of Administration Team
<i>3.2. The superintendent has a system in place to provide high-quality support, coaching, and training for all staff members.</i>	Survey of DLT
<i>3.3. The superintendent has a system in place to provide regular, accurate, timely, and meaningful performance feedback and evaluation for all staff members.</i>	Survey of DLT
<i>3.4. The superintendent maximizes efficiency in all financial aspects, and exerts cost control in all facets of the district operations.</i>	School Board
<i>3.5. The superintendent has implemented a budget building process that provides adequate opportunity for input from staff, firmly fixes responsibility for decision-making, and results in responsible recommendations.</i>	School Board plus Survey of Administration Team

Scoring System:

We have four levels of Descriptors:

- Does Not Meet Goals (0 points)
- Meets Goals (10 points)
- Exceeds Goals (15 points)
- Mastery of Goals (20 points)

Each board member will score each descriptor using a scoresheet, and send them to the Evaluation team (BA & Fred). The scoresheet will also provide space for comments.

The evaluation team will average the scores within each Goal, and then average to scores from the three goals to create a final overall score.

The Board will discuss the ratings and comments by itself. Following this discussion, the Board President will meet with the Superintendent to convey the findings.

Rubric

GOAL #1: Climate and Culture				
Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
<i>1.1. The superintendent communicates clearly, openly, and honestly with the school board.</i>	The superintendent does not provide consistent information to board members; provides information that is incomplete or misleading; and/or creates conflict among board members.	The superintendent is open and honest in all communications with school board; works with the board to set reasonable district-wide goals; presents information in a timely fashion; and supports board decisions in interactions with others.	In addition to the standards for Meets Goals, the superintendent quickly and succinctly describes district attributes and challenges and communicates goals clearly and skillfully to the school board.	In addition to the standards for Exceeds Goals, the superintendent provides expert assessments to the school board; directs the board's attention to critical issues with clear and objective analyses of options; and mentors other superintendents in board relations.
<i>1.2. The superintendent has processes in place to make employees feel engaged, valued, and important</i>	The superintendent either lacks processes for employee input, feedback, and recognition; or fails to follow them; and/or often dismisses or disregards contributions from staff.	The superintendent has implemented channels for employee input, feedback, and recognition; and collaborates with central office staff, local school board members, and principals.	In addition to the standards for Meets Goals, the superintendent works with others to design elements of a collaborative and positive culture throughout the district; builds the capacity of principals and leaders to develop strategies for creating and maintaining collaborative cultures; and fosters success for culturally diverse faculty and staff.	In addition to the standards for Exceeds Goals, the superintendent holds principals and other leaders accountable for establishing and maintaining collaborative cultures; and develops and implements policies and procedures that ensure cohesion and cooperation among faculty/staff.
<i>1.3. The superintendent communicates with staff effectively (listening, clearly delegating, holding staff accountable, and providing support).</i>	The superintendent does not exhibit acceptable listening techniques with staff; fails to delegate clearly or hold persons accountable; and/or creates conflict among staff.	The superintendent displays acceptable listening techniques; delegates responsibilities in an appropriate manner; has a structure in place for accountability; and is a positive liaison between the school board and DLT.	In addition to the standards for Meets Goals, the superintendent displays excellent listening techniques; constantly develops others' abilities to handle increased responsibilities; holds staff accountable; and recommends appropriate remedial/corrective/disciplinary actions when warranted.	In addition to the standards for Exceeds Goals, the superintendent sets clear expectations for every work unit; communicates in ways that are kind and unambiguous; and is called on to mentor other superintendents in communication techniques.

GOAL #1: Climate and Culture

Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
<i>1.4. The superintendent utilizes data to make rational recommendations to improve/maintain climate and culture.</i>	The superintendent does not provide critical data to the board; rarely provides background material; and does not direct board's attention to the most significant matters.	The superintendent has a process in place to routinely provide critical data to the board and DLT; and provides timely data to communicate and assess school performance, planning, instruction, budgets, construction, and opportunities for involvement.	In addition to the standards for Meets Goals, the superintendent consistently uses data to assess overall district health and directs attention to the most critical data.	In addition to the standards for Exceeds Goals, the superintendent displays high level of expertise in data analysis; consistently provides board and DLT with data-driven recommendations; and rigorously uses objective data to assess district performance and culture.
<i>1.5. The superintendent collaborates to grow effective partnerships with other community entities to support district goals.</i>	The superintendent does not work well with other community entities; does not support cooperative ventures; and/or functions independently from other systems and organizations.	The superintendent works well with other community leaders and freely shares accurate information regarding programs and projects.	In addition to the standards for Meets Goals, the superintendent has strong professional relationships with key community leaders and supports cooperative programming.	In addition to the standards for Exceeds Goals, the superintendent involves community partners in problem-solving collaborations; and consistently engages partners and DPS in mutually beneficial efforts.

GOAL #2: Student Learning

Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
<i>2.1. By listening to staff, the superintendent develops and supports best practices for instruction and learning.</i>	The superintendent does not listen for evidence of and/or does not accurately identify ways to identify effective teaching strategies.	The superintendent observes practices and artifacts, and listens to evidence of effective teaching strategies and practices.	In addition to the standards for Meets Goals, the superintendent sets and models high expectations for the quality instruction district-wide; supports administrators to uphold these expectations consistently; and listens for and identifies a variety of teaching strategies and practices that are effective with diverse learners.	In addition to the standards for Exceeds Goals, the superintendent draws on highly knowledgeable internal and external resources to implement evidence-based instructional practices; and empowers administrators, educators, and students to uphold these expectations consistently.
<i>2.2. The superintendent provides accurate, meaningful, and timely data to the board regarding effectiveness of instructional methods, programs and training needs.</i>	The superintendent does not support innovation; and/or rarely reports to the board on new programs that have district-wide implications.	The superintendent keeps the board informed of progress of innovations that have potential district-wide implications; uses evaluation techniques to determine the efficacy of change efforts; and effectively communicates evaluation results to the board.	In addition to the standards for Meets Goals, the superintendent systematically reviews guiding assumptions and strategies to improve student learning; insists on meaningful and relevant metrics to measure new programs; and communicates the results of new programs to the board using concise and understandable data.	In addition to the standards for Exceeds Goals, the superintendent involves board and administrators in analysis of instructional methods, and programs; uses evaluations to identify and expand programs that enhance learning and improve culture; and uses data to eliminate or modify programs that are ineffective or inefficient.
<i>2.3. The superintendent provides quarterly reports to the school board containing building-level data referencing student achievement, attendance, discipline, referrals, suspensions, and expulsions.</i>	The superintendent does not provide quarterly reports to the board; or provides reports that are late, incomplete, or inaccurate.	The superintendent provides quarterly reports to the board; and the reports are timely, complete, and accurate.	In addition to the standards for Meets Goals, the superintendent provides analysis of the data; works directly with the Discipline Action Committee, details/monitors its activities; and reports results to the board.	In addition to the standards for Exceeds Goals, the superintendent makes sound recommendations to improve student discipline, teacher training, administrative support, and involvement in the process. Reporting process is replicated in other districts.

GOAL #2: Student Learning

Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
2.4 <i>The superintendent ensures a safe, orderly learning environment in which all students, staff, and parents feel safe, valued, and respected.</i>	The superintendent does not ensure the provision of a safe, orderly learning environment.	The superintendent ensures the provision of a safe, orderly learning environment.	In addition to the standards for Meets Goals, the superintendent makes sound recommendations for and improvements in the learning environment after obtaining input from staff and the Discipline Action Committee.	In addition to the standards for Exceeds Goals, the superintendent obtains input and data from building principals and staff and analyzes that data and feedback regarding the learning environment; involves staff, community and the board to enhance safety and improve the teaching and learning environment; analyzes discipline programs recommends training for classroom safety/effectiveness; and works in concert with law enforcement to stay abreast of community issues.

GOAL #3: Resource Utilization

Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
<i>3.1. The superintendent has human resource processes and procedures in place that are fair, defensible, understandable, and consistent.</i>	The superintendent has HR processes and procedures that are unfair, difficult to interpret, and/or inconsistently applied.	The superintendent has HR processes and procedures that are fair, reasonable, and understandable; and applies them consistently.	In addition to the standards for Meets Goals, the superintendent has HR processes and procedures that are current with the most recent advances in school law and HR practices.	In addition to the standards for Exceeds Goals, the superintendent has HR processes and procedures that are used as models by other districts; and the district's HR staff is called on by outside entities to provide training and assistance.
<i>3.2. The superintendent has a system in place to provide high-quality support, coaching, and training for all staff members.</i>	The superintendent does not have a system in place; or the system is largely ineffective or of low quality.	The superintendent has an effective system in place which is evidence-based and/or based on best known practices.	In addition to the standards for Meets Goals, the superintendent regularly obtains valid feedback from staff concerning the quality and impact of coaching and training; and uses the feedback to implement improvements.	In addition to the standards for Exceeds Goals, the system is seen as a model by other districts; and the district's professional development staff is called on by outside entities to provide training and assistance.
<i>3.3. The superintendent has a system in place to provide regular, accurate, timely, and meaningful performance feedback and evaluation for all staff members.</i>	The superintendent does not have a system in place, or the system is largely ineffective or of low quality.	The superintendent has a system in place to provide timely and meaningful performance evaluations and feedback for all staff members; the superintendent maintains an evaluation calendar for DLT and principals; tenure/RIF conferences are tentatively scheduled; evaluations are shared with the school board in view of continued employment, releases/dismissals/remediations, and/or needs for improvement; RIF lists for all staff are presented to the school board in a timely manner.	In addition to the standards for Meets Goals, the superintendent has a mentoring program for administrative staff who need assistance; the superintendent recognizes and addresses needs and persons who need assistance early in the evaluation process and shares those needs/concerns with the school board.	In addition to the standards for Exceeds Goals, the superintendent's feedback and evaluation system is seen as a model by other districts; the district's top administrative staff is called on by outside entities to provide training and assistance in designing and conducting performance evaluations.

GOAL #3: Resource Utilization

Element	Descriptors			
	Does Not Meet Goals	Meets or Exceeds Goals		
		Meets Goals	Exceeds Goals	Mastery of Goals
<i>3.4. The superintendent maximizes efficiency in all financial aspects, and exerts cost control in all facets of the district operations.</i>	The superintendent does not display adequate knowledge of Illinois school funding and finance; makes recommendations that are fiscally irresponsible; and/or uses district resources unwisely.	The superintendent uses district resources in ways that are efficient and reflect responsible stewardship of public resources; and knows and applies sound business practices for budgeting and accounting.	In addition to the standards for Meets Goals, the superintendent allocates resources to support district goals and priorities; assesses district finances to improve the impact of resource allocation; and documents progress toward financial and operational goals for the board.	In addition to the standards for Exceeds Goals, the superintendent develops the capacity of other leaders to equitably manage financial resources; holds administrators accountable for financial practices; and leverages district resources to maximize impact on student learning.
<i>3.5. The superintendent has implemented a budget building process that provides adequate opportunity for input from staff, firmly fixes responsibility for decision-making, and results in responsible recommendations.</i>	The superintendent does not adequately involve key staff and board in setting budgetary goals and building budgets; and/or builds a budget that does not align with the district's goals or irresponsibly drains district resources.	The superintendent involves key staff and leadership in designing the annual budget; develops a budget that ensures that resources are allocated to meet district goals; and develops alternative funding sources.	In addition to the standards for Meets Goals, the superintendent develops and recommends a budget that clearly aligns with the district's vision, mission, and goals, and that is responsible and in balance, given the best available revenue projections at the time.	In addition to the standards for Exceeds Goals, the superintendent builds the budget to maintain effective programs and eliminate ineffective ones; embeds transparency into the process; and effectively communicates the budget to build understanding and trust among all constituents. The district's process is seen as a model by other districts.

BOARD MEMBER RATING SHEET

GOAL #1: Climate and Culture	Does Not Meet Goals (0)	Meets Goals (10)	Exceeds Goals (15)	Mastery of Goals (20)
<i>1.1. The superintendent communicates clearly, openly, and honestly with the school board.</i>				
<i>1.2. The superintendent has processes in place to make employees feel engaged, valued, and important</i>				
<i>1.3. The superintendent communicates with staff effectively (listening, clearly delegating, holding staff accountable, and providing support).</i>				
<i>1.4. The superintendent utilizes data to make rational recommendations to improve/maintain climate and culture.</i>				
<i>1.5. The superintendent collaborates to grow effective partnerships with other community entities to support district goals.</i>				

Your Comments (Please note only the most important areas of accomplishment and/or the most critical needs for improvement).

GOAL #2: Student Learning	Does Not Meet Goals (0)	Meets Goals (10)	Exceeds Goals (15)	Mastery of Goals (20)
<i>2.1. By listening to staff, the superintendent develops and supports best practices for instruction and learning.</i>				
<i>2.2. The superintendent provides accurate, meaningful, and timely data to the board regarding effectiveness of instructional methods, programs and training needs.</i>				
<i>2.3. The superintendent provides quarterly reports to the school board containing building-level data referencing student achievement, attendance, discipline, referrals, suspensions, and expulsions.</i>				
<i>2.4 The superintendent ensures a safe, orderly learning environment in which all students, staff, and parents feel safe, valued, and respected.</i>				

Your Comments (Please note only the most important areas of accomplishment and/or the most critical needs for improvement).

GOAL #3: Resource Utilization	Does Not Meet Goals (0)	Meets Goals (10)	Exceeds Goals (15)	Mastery of Goals (20)
<i>3.1. The superintendent has human resource processes and procedures in place that are fair, defensible, understandable, and consistent.</i>				
<i>3.2. The superintendent has a system in place to provide high-quality support, coaching, and training for all staff members.</i>				
<i>3.3. The superintendent has a system in place to provide regular, accurate, timely, and meaningful performance feedback and evaluation for all staff members.</i>				
<i>3.4. The superintendent maximizes efficiency in all financial aspects, and exerts cost control in all facets of the district operations.</i>				
<i>3.5. The superintendent has implemented a budget building process that provides adequate opportunity for input from staff, firmly fixes responsibility for decision-making, and results in responsible recommendations.</i>				

Your Comments (Please note only the most important areas of accomplishment and/or the most critical needs for improvement).

FORMATIVE ASSESSMENT

Based on your perceptions of the superintendent's performance noted above:

What are the superintendent's major strengths? (List no more than 3)

1. _____
2. _____
3. _____

In what areas do you see needs for improvement? (List no more than 3)

1. _____
2. _____
3. _____

What resources should be made available in order to support improvement strategies, or what steps should the superintendent take to improve performance in the areas identified for improvement? (List no more than 3)

1. _____
2. _____
3. _____



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Presentation on School Board Policy Section 02 - 2:115 Student Ambassador Program
Initiated By: The Board of Education and Dr. Paul Fregeau, Superintendent	Attachments: School Board Policy Section 02 - 2:115 Student Ambassador Program
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

The Board of Education and the Superintendent had previously discussed a high school student representative(s) on the School Board. The purpose of this policy is to give high school students the opportunity to voice student related issues and/or concerns. It will also give them an opportunity to engage in Board level Open Session discussions that oversee the entire District. This policy has been reviewed by legal counsel.

The Superintendent discussed this with the Superintendent Youth Advisory Council (SYAC).

CURRENT CONSIDERATIONS:

School Board Policy Section 02 – 2:115 Student Ambassador Program is being presented for information only.

FINANCIAL CONSIDERATIONS:

None at this time.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education accept this informational report regarding School Board Policy Section 02 2:115 Student Ambassador Program as presented. Policy 2:115 will be recommended for adoption during the February 13, 2018 Board of Education meeting.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

School Board

Student Ambassador Program

As part of its effort to engage and be responsive to all District stakeholders, the Board of Education seeks to learn about opinions, issues and concerns related to student experiences in District schools. The Board further wishes to provide students with educational experiences related to District operations.

In an effort to meet these goals, the Board shall establish and monitor the Student Ambassador program in which a student(s) may be appointed to serve in an advisory capacity. The Student Ambassadors shall consist of District high school students and will serve for a term as determined by the Board. The Student Ambassadors shall attend Board meetings but shall not be granted any voting privileges and may not participate in or attend any Executive Session of the Board.

The Student Ambassadors shall be sworn in at the first Board meeting in September and shall serve a one-year term. The processes for determining Student Ambassador selection, responsibilities and participation are found in the Administrative Procedures.

LEGAL REF.: 10 ILCS 5/33-1

ADOPTED: February 13, 2018

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

DATE/TIME: January 09, 2018

4:30 PM

LOCATION: Keil Administration Building
3rd Floor Conference Room and
1st Floor Board Room

PRESENT: Dan Oakes, President
Kendall Briscoe
Beth Creighton
Sherri Perkins
Beth Nolan, Vice President
Courtney Carson
Brian Hodges

STAFF: Superintendent Dr. Paul Fregeau, Board Secretary Melissa Bradford, Attorneys Brian Braun, Christine Christensen, Eugene Hanses, Kenneth Florey and others

President Oakes called the meeting to order at 4:30 PM.

TOPIC	DISCUSSION	ACTION
Call for Closed Executive Session	<p>President Oakes 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, pending and/or imminent litigations and discussion of collective negotiating matters between the Board and representatives of its employees, seconded by Mrs. Perkins.</p> <p>Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Creighton, Briscoe, Oakes, Nolan, Carson, Hodges, Perkins Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Board moved to Closed Executive Session at 4:30 PM.
Return to Open Session	<p>President Oakes motioned to return to Open Session, seconded by Mrs. Briscoe. All were in favor.</p>	Board returned to Open Session at 6:30 PM.
Open Session Continued	<p>President Oakes 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, pending and/or imminent litigations and discussion of collective negotiating matters between the Board and representatives of its employees. No action was taken during Closed Executive Session.</p>	
Pledge of Allegiance	<p>President Oakes led the Pledge of Allegiance.</p>	
Approval of Agenda, January 09, 2018	<p>Superintendent Fregeau recommended the Board approve the January 09, 2018 Open Session Board Meeting agenda as presented.</p> <p>Mr. Carson moved to approve the recommendation, seconded by Mrs. Briscoe. All were in favor.</p>	Agenda was approved as presented.

TOPIC	DISCUSSION	ACTION
Special Presentations and District Highlights	<p>Maria Robertson, Director of Community Engagement, recognized and thanked the DPS Proud Partner AT & T Pioneers for sponsoring the “all children shall have shoes program.” With the help of the parent/family liaisons, one hundred Decatur Public School students benefited from this program. They also received socks, hats and/or mittens.</p>	Information only.

Mrs. Robertson recognized and congratulated Aloni Jordan, Eisenhower High School student, for being a semi-finalist in receiving the Gates Scholarship. If selected, Aloni will receive a fully funded scholarship throughout her college career.

Mrs. Robertson noted that the first school spotlight was Muffley Elementary School. Carrie Hogue, Principal at Muffley Elementary School, and staff shared information as follows:

- Strengths (trauma-informed pilot, community involvement, growing booster club, unified staff)
- Weaknesses (hard-to-fill-vacancies, sub shortages)
- Opportunities (curriculum, space and land for growth, additional challenges for higher-achieving students, family night events)
- Threats/Challenges (compassion fatigue, parking and traffic congestion, growing special education)
- Data (academic, attendance, behavior)

Principal Hogue would like to have a full-time counselor in her building. Due to the growing number of special education students, the current social worker has been meeting those needs.

Mrs. Robertson noted that the second school spotlight was Oak Grove Elementary School. Annette Belue, Principal at Oak Grove Elementary School, shared information as follows:

- Demographics (enrollment has increased - student mobility and Dennis Lab and magnet schools at capacity)
 - Behavior Data (referrals increased last school year due to socio-economic status)
- SWOT Analysis
 - Strengths (problem-solving team, dedicated staff, increased family engagement)
 - Weaknesses (parental involvement, mentoring for students, trainings for staff and families)
 - Opportunities (restorative justice, academic pilots, partnership with ISU)
 - Threats (insufficient support for new teacher, inadequate classroom management skills, primary literacy skills)

Principal Belue would like to have a full-time counselor in her building. This could help provide support to staff and families as they deal with student trauma.

TOPIC	DISCUSSION	ACTION
Public Participation	<p>President Oakes noted that during Public Participation, the Board of Education would like to note the following:</p> <ul style="list-style-type: none"> • Identify oneself and be brief • Limit comments to 5 minutes <p>No one requested to speak.</p>	Information only.
Consent Items	<p>President Oakes asked to pull and vote separately on Consent Item G. New Tolling Agreement with Decatur Public School District 61 regarding the Athletic Field's Condition at Eisenhower High School.</p> <p>Superintendent Fregeau recommended the Board approve the remaining Consent Items as presented, which included:</p> <ul style="list-style-type: none"> • Minutes: Open/Closed Meetings December 12, 2017 • Monthly Bills • Freedom of Information Report • Accepting a Gift from Adele P. Glenn Irrevocable School Trust • Eisenhower High School Fundraiser • Stephen Decatur Middle School Fundraiser • New Tolling Agreement with Decatur Public School District 61 regarding the Athletic Field's Condition at Eisenhower High School Voted on Separately • Authorize Litigation against Nicholas & Associates, Inc. regarding Field Conditions at Eisenhower High School • Approval of Updates to School Board Policies: <ul style="list-style-type: none"> ○ Policies: Section 02 – School Board ○ Policies: Section 04 – Operational Services ○ Policies: Section 05 – Personnel ○ Policies: Section 06 – Instruction ○ Policies: Section 07 – Students <p>Mr. Hodges moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no further discussion, President Oakes called for a Roll Call Vote: Aye: Carson, Perkins, Briscoe, Creighton, Oakes, Hodges, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Motion carried. The Remaining Consent Items were approved as presented.
Consent Item G.	<p>Consent Item G. New Tolling Agreement with Decatur Public School District 61 regarding the Athletic Field's Condition at Eisenhower High School</p> <p>President Oakes recommended and moved to TABLE Consent Item G. New Tolling Agreement with Decatur Public School District 61 regarding the Athletic Field's Condition at Eisenhower High School, seconded by Vice President Nolan.</p>	Motion carried. Consent Item G. was approved to be TABLED as presented.

TOPIC	DISCUSSION	ACTION
	<p>Hearing no further discussion, President Oakes called for a Roll Call Vote: Aye: Briscoe, Carson, Creighton, Nolan, Oakes, Perkins, Hodges Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	
Roll Call Personnel Action Items	<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>Mrs. Creighton moved to approve the recommendation, seconded by Mr. Carson. Hearing no further discussion, President Oakes called for a Roll Call Vote: Aye: Hodges, Nolan, Perkins, Carson, Briscoe, Creighton, Oakes Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. The Personnel Action Items were approved as presented.</p>
Demographer	<p>Superintendent Fregeau recommended the Board approve Business Information Services, LLC as the Demographer for Decatur Public School District 61, as presented.</p> <p>Mrs. Perkins moved to approve the recommendation, seconded by Mr. Carson. Hearing no further discussion, President Oakes called for a Roll Call Vote: Aye: Perkins, Creighton, Briscoe, Nolan, Oakes, Hodges, Carson Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. Business Information Services, LLC was approved as presented.</p>
Supt.'s Report Recruitment and Retention Update	<p>Jey Owens, Recruitment and Retention Specialist, presented an update. Ms. Owens noted information regarding the following:</p> <ul style="list-style-type: none"> ● Official DPS Tour for Candidates ● New Teacher Academy ● Teaching Assistant to Teacher Initiative ● HBCU Job Fair in Danville <p>The following initiatives were in progress:</p> <ul style="list-style-type: none"> ● Hire Unassigned ● Increase Unconventional Recruiting Methods ● Streamline the Hiring Process ● Implement a Candidate Screening Step to Ensure Quality Selection ● Conduct Our Own HBCU Fair in Decatur Public Schools ● Diversify Our Candidate Pool 	<p>Information only.</p>
	<p>Eighty-two new teachers started in August 2017 and the new Teacher Academy is strongly encouraged to all. Those who attended also received a stipend and were asked to complete a survey.</p>	

TOPIC	DISCUSSION	ACTION
Trauma-Informed Update	<p>Superintendent Fregeau presented a Trauma-Informed update. This involves people from all walks of life and is not limited to a certain group of students. Superintendentonly. Fregeau noted the following:</p> <ul style="list-style-type: none"> ● In a trauma-informed school, the adults in the community are prepared to recognize and respond to those who have been impacted by traumatic stress. ● The goal is to also create an underlying CULTURE of respect and support. ● DPS 61 has partnered with the IEA, ROE, EdCo and SIU School of Medicine for for TIP (Trauma-Informed Partnership). ● All of DPS 61 schools are in different stages of the pilot. <p>The Administration and other partners will present a more detailed report on the experiences of being “trauma-informed” and next steps.</p>	Information only.
Board Discussion Items	<p><u>Board Committee Updates</u></p> <p>Mrs. Creighton noted that she and Mr. Carson attended the Discipline Action Committee meeting on December 14, 2017. The committee continues to work on the Code of Conduct Handbook.</p> <p>Mrs. Creighton noted that she will be attending a meeting at Millikin University regarding a fellowship for a Fine Arts feeder.</p> <p>Mrs. Briscoe noted that she participated in IBB training on January 02 and 03, 2018 and negotiations will begin soon.</p> <p>President Oakes will be attending an upcoming Appraisal Action Committee meeting.</p>	Information only.
	<p><u>Board Discussion</u></p> <p>Vice President Nolan noted that she, Superintendent Fregeau and others worked with Brian Byers to secure the funding for the Andreas Ag Academy (FFA). This will involve all students across the District. Monies were allocated for marketing as well. Students and families need to be excited about the implementation in the fall as well. Hiring a teacher will be forthcoming. Vice President Nolan would like to see some data and/or benchmarks regarding the progress and/or its success.</p>	Information only.
Announcements	<p>The Board of Education sends condolences to the families of:</p> <p>Raymond “Ray” Rients, who passed away, Thursday, December 28, 2017. Mr. Rients was a retired Teacher from Decatur Public School District 61.</p> <p>Beverly Kemper, who passed away Saturday, December 30, 2017. Mrs. Kemper was the mother of Stephanie Bales, Payroll Supervisor at the Keil Administration Building.</p>	Information only.

TOPIC	DISCUSSION	ACTION
Important Dates	January 12 The 4 th DPS 61 Athletic Hall of Fame Induction Ceremony	Information only.
	<ul style="list-style-type: none"> - During Half Time of the MHS versus EHS Boys' Varsity Basketball Game at Eisenhower High School – Tipoff is at 7:30 PM - Junior Varsity will begin at 6:00 PM 	
	13 Dr. Martin Luther King Jr. Luncheon at the Decatur Club	
	<ul style="list-style-type: none"> - Doors open at 11:15 AM - Lunch served at 12:00 PM; Program Immediately Following 	
	15 Dr. Martin Luther King Jr. Holiday	
	<ul style="list-style-type: none"> - No School and District Offices are Closed 	

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, January 23, 2018 in the Cafetorium at Hope Academy Magnet School, 955 N. Illinois Street, Decatur IL 62521.

Return to Closed Executive Session

President Oakes asked for a motion to return to Closed Executive Session. Mr. Carson motioned, seconded by Mrs. Briscoe. All were in favor.

Board returned to Closed Executive Session at 8:11 PM.

President Oakes noted that the Board will return into Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and discussion of collective negotiating matters between the Board and representatives of its employees.

Dan Oakes, President

Melissa Bradford, Board Secretary



Board of Education Decatur Public School District 61

Date: January 23, 2018	Subject: Monthly Financial Conditions Report
Initiated By: Todd Covault, EdD, Chief Operational Officer	Attachments: Financial Conditions Report
Reviewed By: 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 December, the sixth month of FY18, the Macon-Piatt Special Education District has expended 50.71% of its overall budget; Decatur 61 has expended 45.42% of its overall budget.

As of January 16, 2018, the State Comptroller is holding FY18 ISBE vouchers in the amount of \$3,183,242 of which \$1,801,533 is associated with transportation and \$1,199,090 is associated with the Early Childhood Block Grant.

The District’s December 2017 month-end education fund balance is \$18,814,074; the December 2016 month-end education fund balance was \$14,704,999.

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: _____

**2017-2018 Decatur Public S.D. #61
Fund Balance Summary - December 31, 2017**

<u>Fund</u>	<u>Fund Balance 07/01/17</u>	<u>Year-to- Date Revenues</u>	<u>Expenditures To Date</u>	<u>Net Cash Flow</u>	<u>Change in Fund Balance</u>	<u>Balance 12/31/17</u>	<u>Budget Balance 06/30/18</u>
DISTRICT # 61							
Education	\$15,564,040	\$41,187,129	\$37,937,095	\$3,250,034	\$0	\$18,814,074	\$ 15,704,445
Operation & Maintenance	\$4,167,372	\$1,849,246	\$2,761,805	(\$912,559)	\$0	\$3,254,813	\$ 3,549,492
Debt Service	\$2,016,514	\$3,793,203	\$5,672,215	(\$1,879,012)	\$0	\$137,502	\$ 1,791,289
Transportation	\$2,238,943	\$2,190,283	\$1,265,932	\$924,351	\$0	\$3,163,294	\$ 2,207,210
IMRF	\$1,727,272	\$1,200,712	\$1,320,742	(\$120,030)	\$0	\$1,607,242	\$ 2,062,711
Social Security	\$2,703,155	\$803,932	\$943,275	(\$139,343)	\$0	\$2,563,812	\$ 2,527,259
Capital Projects Fund	\$1,100,537	\$3,241,668	\$1,276,609	\$1,965,059	\$0	\$3,065,596	\$ 3,043,837
Working Cash	\$4,713,279	\$2,369,211	\$2,700,000	(\$330,789)	\$0	\$4,382,490	\$ 4,698,064
Tort Immunity/Judgment	\$2,926,203	\$1,421,254	\$925,551	\$495,703	(\$212,468)	\$3,209,438	\$ 3,001,678
Fire Prevention/Safety	\$3,634,915	\$184,544	\$490,900	(\$306,356)	\$0	\$3,328,559	\$ 3,389,019
Totals District 61	\$40,792,230	\$58,241,182	\$55,294,124	\$2,947,058	(\$212,468)	\$43,526,820	\$41,975,004
Macon-Piatt Special Ed District	\$3,312,959	\$13,488,865	\$10,232,888	\$3,255,977	\$0	\$6,568,936	\$ 3,312,959

Macon-Piatt Special Education District
Report Date: December 2017
Financial Condition as of December 31, 2017

Percent of year passed: 50%

	Revenues	Budget	Actual Y-T-D	Percent Received/Used
12	Education	20,179,245	3,488,865	66.85%
22	Operation & Maintenance	-	-	0.00%
42	Transportation	-	-	0.00%
52	IMRF	-	-	0.00%
	Total Revenues	20,179,245	13,488,865	66.85%

Expenditures

12	Education	18,735,148	9,730,940	51.94%
22	Operation & Maintenance	272,770	8,582	3.15%
42	Transportation	24,150	2,250	9.32%
52	IMRF	1,147,177	491,116	42.81%
	Total Expenditures	20,179,245	10,232,888	50.71%

Net Cash

Total Revenues	20,179,245	13,488,865	66.85%
Total Expenditures	20,179,245	10,232,888	50.71%
Net Cash	-	3,255,977	

Fund Balances

	Actual
12 Education	6,568,936

Decatur Public School District #61
Report Date: December 2017
Financial Condition as of December 31, 2017

Percent of year passed: 50%

			Percent	FY 17 Percent
	Revenues	Budget	Received/Used	Received/Used
				As Of 12/31/16
10	Education	89,690,637	41,187,129	45.92%
20	Operation & Maintenance	5,334,460	1,849,246	34.67%
30	Debt Service	7,314,775	3,793,203	51.86%
40	Transportation	6,631,733	2,190,283	33.03%
50	IMRF	2,665,983	1,200,712	45.04%
51	Social Security	1,794,265	803,932	44.81%
60	Capital Projects	3,670,000	3,241,668	88.33%
70	Working Cash	2,684,785	2,369,211	88.25%
80	Tort Immunity/Judgment	2,772,375	1,421,254	51.26%
90	Fire Prevention/Safety	354,105	184,544	52.12%
	Total Revenues	122,913,118	58,241,182	47.38%

Expenditures

10	Education	89,550,232	37,937,095	42.36%
20	Operation & Maintenance	5,952,340	2,761,805	46.40%
30	Debt Service	7,540,000	5,672,215	75.23%
40	Transportation	6,663,466	1,265,932	19.00%
50	IMRF	2,330,544	1,320,742	56.67%
51	Social Security	1,970,161	943,275	47.88%
60	Capital Projects	1,726,700	1,276,609	73.93%
70	Working Cash	2,700,000	2,700,000	100.00%
80	Tort Immunity/Judgment	2,696,900	925,551	34.32%
90	Fire Prevention/Safety	600,000	490,900	81.82%
	Total Expenditures	121,730,343	55,294,124	45.42%

Net Cash

Total Revenues	122,913,118	58,241,182	47.38%
Total Expenditures	121,730,343	55,294,124	45.42%
Net Cash	1,182,775	2,947,058	

Fund Balances

	Actual
10 Education	18,814,074
20 Operation & Maintenance	3,254,813
30 Debt Service	137,502
40 Transportation	3,163,294
50 IMRF	1,607,242
51 Social Security	2,563,812
60 Capital Projects	3,065,596
70 Working Cash	4,382,490
80 Tort Immunity/Judgment	3,209,438
90 Fire Prevention/Safety	3,328,559
Total Funds	43,526,820



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Treasurer's Report
Initiated By: Todd Covault, EdD, Chief Operational Officer	Attachments: Treasurer's Report
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

The attached report details the District's investments and the status of the District's cash as of December 31, 2017.

CURRENT CONSIDERATIONS:

Due to a transition with a new employee, the investment earnings were not posted in December. The December earnings will be reported with January earnings on the January report.

FINANCIAL CONSIDERATIONS:

N/A

STAFF RECOMMENDATION:

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

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

DECATUR PUBLIC SCHOOL DISTRICT #61

TREASURER'S REPORT

December 2017

	Cash/Investments				Cash/Investments
	as of				as of
	11/30/17	Receipts	Disbursements	Change/Interest	12/31/17
Education	21,958,268.49	8,182,573.63	9,242,527.76		20,898,314.36
Operations & Maintenance	3,427,518.42	322,941.76	496,447.27		3,254,012.91
Debt Service	3,462,250.10	603,102.44	3,927,850.01		137,502.53
Transportation	3,021,838.82	97,140.03	51,753.60		3,067,225.25
IMRF	1,625,046.26	163,116.20	180,919.52		1,607,242.94
Social Security	2,593,744.07	108,781.68	138,713.35		2,563,812.40
Capital Projects	471,997.84	2,743,923.11	150,324.87		3,065,596.08
Working Cash	4,880,407.93	2,202,082.55	2,700,000.00		4,382,490.48
Tort/Judgment Immunity	3,237,871.28	208,031.28	256,464.80		3,189,437.76
Fire Prevention & Safety	3,458,852.89	23,882.55	154,177.15		3,328,558.29
Macon-Piatt Special Education	6,327,023.64	2,050,283.29	1,808,971.32		6,568,335.61
Activities	547,867.27	27,504.27	58,776.67		516,594.87
	55,012,687.01	16,733,362.79	19,166,926.32	-	52,579,123.48
				Dr. Todd Covault	12/31/17



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Acceptance of a Gift from Mark and Julie Staley and the A. E. Staley Foundation
Initiated By: Matt Andrews, Principal of Dennis Lab School	Attachments:
Reviewed By: Dr. Paul Fregeau, Superintendent Bobbi Williams, Assistant Superintendent - Elementary, and Todd Covault, EdD, Chief Operational Officer	

BACKGROUND INFORMATION:

Board Policy 8:80 states that the Board of Education accepts gifts from any education foundation or other entity or individual provided the gift can be used in a manner compatible with the Board's educational objectives and policies. All gifts received become the School District's property.

CURRENT CONSIDERATIONS:

The District received an unrestricted donation from Mark and Julie Staley and the A. E. Staley Foundation.

FINANCIAL CONSIDERATIONS:

The value of the donation is \$10,000 and will be used for student related needs at Dennis Lab School.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education accept the gracious donation from Mark and Julie Staley and the A. E. Staley Foundation as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____



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

Date: January 23, 2018	Subject: Dennis Lab School Fundraiser
Initiated By: Matt Andrews, Principal, Dennis Lab School	Attachments: N/A
Reviewed By: Dr. Paul Fregeau, Superintendent and Bobbi Williams, Assistant Superintendent-Elementary	

BACKGROUND INFORMATION:

Illinois Statute 105 ILCS 5/10-20.21 (b-5) and Board Policy 4:60 requires that fundraisers that will generate more than \$1,000 be approved by the Board of Education.

The Dennis music department is requesting a fundraiser using Century Resources. This company has been used at both Eisenhower High School and MacArthur High School as well as other schools in the district. Century Resources is frequently used for band and orchestra programs as a means of generating addition funding. The company provides various foods, cookie dough, and other chocolates/sweets for Dennis band and orchestra students to sell.

CURRENT CONSIDERATIONS:

Although the fundraiser earnings vary each year based upon parent participation, the revenues generated may generate in excess of the \$1,000 which requires board approval. The funds generated would be used to expand the music library for Dennis as well as provide funds for traveling.

FINANCIAL CONSIDERATIONS:

There is no cost to the District. Revenues generated will be dispersed to the building activity accounts to support the band and orchestra program at Dennis Lab School.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Dennis Lab School Fundraiser as presented in accordance with Board Policy 4:60.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Tolling Agreement – Athletic Field at Eisenhower High School
Initiated By: Dr. Paul Fregeau, Superintendent	Attachments: Tolling Agreement with BLDD Architects
Reviewed By: Dr. Paul Fregeau, Superintendent and Robbins-Schwartz (legal counsel)	

BACKGROUND INFORMATION:

In January, 2011, the District entered into a contract with BLDD in which they agreed to design and administer the High School Renovations and Additions Project at Eisenhower High School. The parties are currently investigating and/or working in cooperation with each other to address and attempt to correct soil and/or sod/turf defects at the Eisenhower High School athletic field.

CURRENT CONSIDERATIONS:

Since all parties have a common interest in continuing to work together to correct issues without resorting to litigation or other forms of dispute resolution, Administration and the District’s legal counsel recommend entering into a Tolling Agreement. A Tolling Agreement is a legal document which allows for the pausing or delaying of the running of the period of time set forth by a statute of limitations.

At the December 12, 2017 Board of Education meeting, the Board approved a Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects and Nicholas & Associates, Inc. Since that approval and per legal counsel, the Administration recommended approval of a revised Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects, during the January 09, 2018 Board of Education meeting, which was TABLED.

During the January 23, 2018 Board of Education meeting, the Administration is recommending the Board approve a revised (new) Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects and a revised (new) Tolling Agreement regarding the Athletic Field at Eisenhower High School with Nicholas & Associates, Inc.

FINANCIAL CONSIDERATIONS:

The Tolling Agreements will provide additional time to ensure that the defects on the Athletic Field at Eisenhower High School are corrected.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the Tolling Agreement with BLDD Architects for the Athletic Field at Eisenhower High School as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

TOLLING AGREEMENT
DECATUR PUBLIC SCHOOL DISTRICT #61
EISENHOWER HIGH SCHOOL

ATHLETIC FIELD CONDITIONS

This tolling agreement (the "Agreement") is executed on the date last written below, by and between:

- i. The Board of Education of Decatur Public School District #61, ("District"); and
- ii. BLDD Architects, Inc. ("BLDD");

collectively, the "Parties").

Recitals

A. The District is a body politic and corporate, organized and existing under the Illinois School Code, 105 ILCS 5/10-2.

B. The District is the owner of an ongoing construction Project commonly known as "Renovations of and Additions to the MacArthur and Eisenhower High Schools," BLDD Project Nos. 091-EX03.400 and 091-EX03.401 ("Project"), and the Parties provided services thereunder for renovations relating to the District's Eisenhower High School ("Eisenhower").

C. BLDD is an Illinois corporation which at all relevant times engaged in the practice of architecture in the County of Macon, State of Illinois, for the Project at Eisenhower.

D. On or about January 19, 2011, the District entered into a contract with BLDD, pursuant to which BLDD agreed to design and administer the Project (the "Architect Agreement").

E. The Parties are currently investigating and/or working in cooperation with each other to address and attempt to correct soil and/or sod/turf defects at the Eisenhower athletic field that have become manifest with respect to that portion of the Project.

F. The Parties have a common interest in continuing to work together to correct these issues without immediately resorting to litigation or other forms of dispute resolution.

NOW THEREFORE, in consideration of these recitals, and the terms and conditions contained in this Agreement, and intending to be legally bound, the Parties agree as follows:

1. **Tolling Date and Tolling Period.** The date on which all Parties have executed this Agreement shall be defined as the "Tolling Date." All statutes of limitation, statutes of repose, contractual periods of limitation, contractual periods of notice, and other periods of limitation or notice, and all defenses based upon laches and/or estoppel, or which otherwise relate to the lapse of time, whether contractual, statutory, legal, equitable, or otherwise, which

are applicable to all known and unknown claims and counterclaims that have been or may be asserted by one Party against any other Party or Parties in connection with the Architect Agreement, the Contractor Agreement, the Contract Documents, and/or the Project components relating to Eisenhower High School (collectively the “Timing Defenses”), are hereby tolled and shall cease to accrue or run until sixty (60) days after expiration and termination of this Agreement, as provided below (the “Tolling Period”).

2. **Expiration of Agreement.** This Agreement shall expire when any Party hereto (the “Notifying Party”) delivers written Notice (“Notice of Termination”) to all of the other Parties in accordance with Section 3 hereof.

3. **Termination of Agreement.** Any Party may, at any time and for any reason in its sole discretion, terminate this Agreement by delivering a Notice of Termination, via certified mail with return receipt requested, to each of the designees for the other Parties, at their addresses below. Any Party may change its respective designee, and/or that designee’s address, by sending written notice of such change(s) to each of the other designees at their addresses below.

Notice to the District shall be furnished to:

Dr. Paul D. Fregeau
Superintendent
Decatur Public School District #61
101 West Cerro Gordo Street
Decatur, Illinois, 62523

And to:

Eugene J. Hanses, Jr., Esq.
Kenneth M. Flore, Esq.
Robbins, Schwartz
510 Regency Centre
Collinsville, Illinois 62234

Notice to BLDD shall be furnished to:

Steve Oliver, President
BLDD Architects, Inc.
100 Merchant Street
Decatur, Illinois 62523

And to:

Brad Keller
Heyl Royster
P.O. Box 6199

4. **Effect of Termination.** In the event of termination hereunder, any and all Timing Defenses applicable to all claims and counterclaims that may be asserted by one Party against any other Party or Parties in connection with the Architect Agreement, the Contractor Agreement, the Contract Documents, and/or the Project, shall recommence to run on the date that is sixty (60) days after the date on which the Notice of Termination is delivered to all other Parties.

5. **Pre-Existing Timing Defenses.** This Agreement, and the Tolling Period established in Section 1, shall not nullify or impair any defense or affirmative defense that was available to any Party prior to the Tolling Date, except to the extent of the Tolling Period established in Section 1.

6. **Understanding of Agreement and Advice of Counsel.** The Parties acknowledge that they each understand their right to discuss all aspects of this Agreement with their legal counsel, and have done so if desired. The Parties acknowledge that they have carefully read and fully understand all provisions of this Agreement; that they have the capacity to enter into this Agreement; and that they voluntarily enter into this Agreement.

7. **Binding Effect and Interpretation.** The Parties intend this Agreement to be legally binding upon them and their legal representatives and successors and assigns. The provisions of this Agreement are severable and no provision shall be affected by the invalidity of any other provision. In the event any court or other tribunal determines any provision of this Agreement to be ambiguous, the ambiguity shall not be construed against any Party.

8. **No Admission of Liability.** This Agreement is not intended as an admission of any wrongdoing or liability by any Party, and each Party reserves all claims, defenses, rights and remedies, except as expressly provided in this Agreement.

9. **Choice of Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the State of Illinois, without regard to conflict of law principles.

10. **Integration.** This Agreement contains the entire agreement between the Parties with respect to its subject matter. All prior agreements, whether oral or written, are void to the extent not contained in this Agreement.

11. **Execution in Counterparts.** This Agreement may be executed in counterparts. When all counterparts have been executed by all Parties and exchanged with all Parties electronically or in hardcopy, this Agreement shall be deemed fully executed and binding as if all Parties had signed and exchanged the same originals.

12. **Authority to Execute.** Each signatory to this Agreement represents in his/her individual capacity that s/he has express authority from the respective Party named directly above his/her signature to execute this Agreement for and bind that Party to this Agreement.

Executed on the date last written below:

Board of Education of Decatur Public School District #61

By: _____

Its: _____

Date: _____

BLDD Architects, Inc.

By: JSW

Its: Principal

Date: January 8th, 2018



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

Date: January 23, 2018	Subject: Tolling Agreement – Athletic Field at Eisenhower High School
Initiated By: Dr. Paul Fregeau, Superintendent	Attachments: Tolling Agreement with Nicholas and Associates, Inc.
Reviewed By: Dr. Paul Fregeau, Superintendent and Robbins-Schwartz (legal counsel)	

BACKGROUND INFORMATION:

In January, 2011, the District entered into a contract with BLDD in which they agreed to design and administer the High School Renovations and Additions Project at Eisenhower High School. The parties are currently investigating and/or working in cooperation with each other to address and attempt to correct soil and/or sod/turf defects at the Eisenhower High School athletic field.

CURRENT CONSIDERATIONS:

Since all parties have a common interest in continuing to work together to correct issues without resorting to litigation or other forms of dispute resolution, Administration and the District’s legal counsel recommend entering into a Tolling Agreement. A Tolling Agreement is a legal document which allows for the pausing or delaying of the running of the period of time set forth by a statute of limitations.

At the December 12, 2017 Board of Education meeting, the Board approved a Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects and Nicholas & Associates, Inc. Since that approval and per legal counsel, the Administration recommended approval of a revised Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects, during the January 09, 2018 Board of Education meeting, which was TABLED.

During the January 23, 2018 Board of Education meeting, the Administration is recommending the Board approve a revised (new) Tolling Agreement regarding the Athletic Field at Eisenhower High School with BLDD Architects and a revised (new) Tolling Agreement regarding the Athletic Field at Eisenhower High School with Nicholas & Associates, Inc.

FINANCIAL CONSIDERATIONS:

The Tolling Agreements will provide additional time to ensure that the defects on the Athletic Field at Eisenhower High School are corrected.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the Tolling Agreement with Nicholas and Associates, Inc. for the Athletic Field at Eisenhower High School as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

TOLLING AGREEMENT
DECATUR PUBLIC SCHOOL DISTRICT #61
EISENHOWER HIGH SCHOOL

ATHLETIC FIELD CONDITIONS

This tolling agreement (the “Agreement”) is executed on the date last written below, by and between:

- i. The Board of Education of Decatur Public School District #61, (“District”) and
- ii. Nicholas & Associates, Inc. (“Nicholas”);

collectively, the “Parties”).

Recitals

A. The District is a body politic and corporate, organized and existing under the Illinois School Code, 105 ILCS 5/10-2.

B. The District is the owner of an ongoing construction Project commonly known as “Renovations of and Additions to the MacArthur and Eisenhower High Schools,” BLDD Project Nos. 091-EX03.400 and 091-EX03.401 (“Project”), and the Parties provided services thereunder for renovations relating to the District’s Eisenhower High School (“Eisenhower”).

C. Nicholas is an Illinois corporation, which at all relevant times conducted business in the County of Macon, State of Illinois, as the General Contractor for the Project at Eisenhower.

D. On or about May 10, 2012, the District entered into a contract with Nicholas, pursuant to which Nicholas agreed to serve as General Contractor for the Project’s work at Eisenhower (the “Contractor Agreement”) and to perform various scopes of work included in the Project for the contract sum of Twenty Three Million Six Hundred Fifty Thousand and No/100 Dollars (\$23,650,000.00) (all pursuant to and in accordance with the Project’s “Contract Documents”).

E. The Parties are currently investigating and/or working in cooperation with each other to address and attempt to correct soil and/or sod/turf defects at the Eisenhower athletic field that have become manifest with respect to that portion of the Project.

F. The Parties have a common interest in continuing to work together to correct these issues without immediately resorting to litigation or other forms of dispute resolution.

NOW THEREFORE, in consideration of these recitals, and the terms and conditions contained in this Agreement, and intending to be legally bound, the Parties agree as follows:

1. **Tolling Date and Tolling Period.** The date on which all Parties have executed this Agreement shall be defined as the “Tolling Date.” All statutes of limitation, statutes of repose, contractual periods of limitation, contractual periods of notice, and other periods of limitation or notice, and all defenses based upon laches and/or estoppel, or which otherwise relate to the lapse of time, whether contractual, statutory, legal, equitable, or otherwise, which are applicable to all known and unknown claims and counterclaims that have been or may be asserted by one Party against any other Party or Parties in connection with the Architect Agreement, the Contractor Agreement, the Contract Documents, and/or the Project components relating to Eisenhower High School (collectively the “Timing Defenses”), are hereby tolled and shall cease to accrue or run until sixty (60) days after expiration and termination of this Agreement, as provided below (the “Tolling Period”).

2. **Expiration of Agreement.** This Agreement shall expire when any Party hereto (the “Notifying Party”) delivers written Notice (“Notice of Termination”) to all of the other Parties in accordance with Section 3 hereof.

3. **Termination of Agreement.** Any Party may, at any time and for any reason in its sole discretion, terminate this Agreement by delivering a Notice of Termination, via certified mail with return receipt requested, to each of the designees for the other Parties, at their addresses below. Any Party may change its respective designee, and/or that designee’s address, by sending written notice of such change(s) to each of the other designees at their addresses below.

Notice to the District shall be furnished to:

Dr. Paul D. Fregeau
Superintendent
Decatur Public School District #61
101 West Cerro Gordo Street
Decatur, Illinois, 62523

And to:

Eugene J. Hanses, Jr., Esq.
Kenneth M. Flore, Esq.
Robbins, Schwartz
510 Regency Centre
Collinsville, Illinois 62234

Notice to Nicholas shall be furnished to:

Joe Papanicholas
Nicholas & Associates, Inc.
1001 Freehanville Drive
Mt. Prospect, IL 60056

And to:

Cornelius F. Riordan
Schuyler, Roche & Crisham, P.C.
Chicago, IL 60601

4. **Effect of Termination.** In the event of termination hereunder, any and all Timing Defenses applicable to all claims and counterclaims that may be asserted by one Party against any other Party or Parties in connection with the Architect Agreement, the Contractor Agreement, the Contract Documents, and/or the Project, shall recommence to run on the date that is sixty (60) days after the date on which the Notice of Termination is delivered to all other Parties.

5. **Pre-Existing Timing Defenses.** This Agreement, and the Tolling Period established in Section 1, shall not nullify or impair any defense or affirmative defense that was available to any Party prior to the Tolling Date, except to the extent of the Tolling Period established in Section 1.

6. **Understanding of Agreement and Advice of Counsel.** The Parties acknowledge that they each understand their right to discuss all aspects of this Agreement with their legal counsel, and have done so if desired. The Parties acknowledge that they have carefully read and fully understand all provisions of this Agreement; that they have the capacity to enter into this Agreement; and that they voluntarily enter into this Agreement.

7. **Binding Effect and Interpretation.** The Parties intend this Agreement to be legally binding upon them and their legal representatives and successors and assigns. The provisions of this Agreement are severable and no provision shall be affected by the invalidity of any other provision. In the event any court or other tribunal determines any provision of this Agreement to be ambiguous, the ambiguity shall not be construed against any Party.

8. **No Admission of Liability.** This Agreement is not intended as an admission of any wrongdoing or liability by any Party, and each Party reserves all claims, defenses, rights and remedies, except as expressly provided in this Agreement.

9. **Choice of Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the State of Illinois, without regard to conflict of law principles.

10. **Integration.** This Agreement contains the entire agreement between the Parties with respect to its subject matter. All prior agreements, whether oral or written, are void to the extent not contained in this Agreement.

11. **Execution in Counterparts.** This Agreement may be executed in counterparts. When all counterparts have been executed by all Parties and exchanged with all Parties

electronically or in hardcopy, this Agreement shall be deemed fully executed and binding as if all Parties had signed and exchanged the same originals.

12. **Authority to Execute.** Each signatory to this Agreement represents in his/her individual capacity that s/he has express authority from the respective Party named directly above his/her signature to execute this Agreement for and bind that Party to this Agreement.

Executed on the date last written below:

Board of Education of Decatur Public School District #61

By: _____

Its: _____

Date: _____

Nicholas & Associates, Inc.

By: _____

Its: _____

Date: _____



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

Date: January 23, 2018	Subject: Job Descriptions
Initiated By: Bobbi Williams, Assistant Superintendent	Attachments: Job descriptions: Early Childhood Learning Principal and Family Support and Transition Coordinator
Reviewed By: Dr. Paul Fregeau, Superintendent and Deanne Hillman, Director of Human Resources	

BACKGROUND INFORMATION:

Human Resources staff and administrators are conducting an ongoing review of job descriptions for compliance with state and federal laws, district policies and agreements; and the alignment of the descriptions with the essential duties and expectations of the position.

CURRENT CONSIDERATIONS:

For each position, the job description was created to align the responsibilities and duties with the expectations of the position. The following job descriptions were reviewed and updated as indicated:

Position Title	Changes/Updates
Early Childhood Learning Principal	Updated title and duties to reflect early childhood from elementary principal job description. Added days to supervise summer personnel and grant deadlines.
Family Support and Transition Coordinator	Updated title and duties to reflect kindergarten transition plan and activities.

FINANCIAL CONSIDERATIONS:

These positions are within budget.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve these Job Descriptions as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

TITLE: Early Childhood Learning Principal

QUALIFICATIONS:

- Master's Degree with training in administration, supervision, and early childhood or elementary curriculum development.
- Illinois State Certificate with supervisory or administrative endorsements.

EXPERIENCE:

- Five years or more of successful teaching, support, administrative, or supervisory experience.
- Ability to make firm decisions in the areas of responsibility and delegate responsibility to members of the staff.
- Knowledge of sound early learning programs.
- Ability to create, develop, and implement new educational plans and programs for children 0-5.
- Ability to function effectively as a member of the district's administrative team.
- Ability and disposition to work effectively and cooperatively with pupils, parents, school personnel, and community members.
- Ability to communicate effectively in speech and writing.

REPORTS TO: Assistant Superintendent

SUPERVISES:

(Directs and evaluates the work of:)

- Family Services Coordinator
- Early Childhood Grants Coordinator
- Classroom teacher
- Teacher assistants
- Parent educators
- Secretaries
- Custodians
- Support staff

IS A MEMBER OF:

- General Administrative PLC
- Elementary Administrative PLC
- May serve on various task forces and communities as assigned.

MAINTAINS LIAISON WITH:

- Family Support Transition Coordinator
- All members of Central Administration
- All members of General Administrative PLC

JOB GOAL:

To use leadership, supervisory, and administrative skills so as to promote the educational development of each student.

PERFORMANCE RESPONSIBILITIES:

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

- Administer the Early Learning grants as required, including writing, managing, and overseeing both the fiscal and programmatic components.
- Supervise implementation of the home-visiting programs for children 0-3, with assistance of the Family Services Director.
- Oversee the recruitment, screening, and enrollment of students in all early learning programs.
- Encourage continual improvement of practices through informal observations, formal employee appraisal, and professional development.
- Administer board policy/administrative regulations and negotiated agreements at the school level.
- Provide educational leadership to the staff.
- Plan and implement, in cooperation with staff, an instructional program that meets the needs of students from 0-5 and results in preparation for entry into kindergarten.
- Maintain a healthy educational climate with good conduct and attendance of students.
- Keeps up with current developments, research, and literature in the field of early learning.
- Continuously evaluate the instructional program and learning environment and make recommendations for improvement in cooperation with the staff and Assistant Superintendent.
- Provide for the safety and well-being of students and staff by routinely conducting fire/tornado drills, as well as providing ongoing training on other safety protocols.
- Make recommendations for the employment, promotion, and dismissal of early learning program staff.
- Develop and maintain collaborations with community organizations who support the work of early learning, including other early learning providers, medical/dental/mental health providers, and community service agencies.
- Conduct staff meetings as required for the proper functioning of the school.
- Encourage parents to volunteer their services and work cooperatively with the school.
- Requisition books, equipment, and supplies necessary for the school operation.
- Control all monies collected in the building.
- Develop a strategic plan for early learning that takes into account both short- and long-term goals.
- Adopt and communicate procedures for school personnel to report dangerous practices, accidents, and unsafe conditions to the school office as they become known.
- Institute a program of regular inspection of buildings, grounds, facilities, and equipment to uncover and remedy hazards and dangerous conditions.
- Maintains a safe, healthy and visually appealing building and grounds.
- Trains personnel to be safety conscious.
- Provides adequate supervision for field trips and other educational activities away from the school.

TERMS OF EMPLOYMENT:

Salary is based on the salary schedule established by the Board.

240 Days per year

GRADE LEVEL: 16

EVALUATION:

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

Physical Demands:

The physical demands described here 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 functions.

Handle work which deals mostly with people, objects, equipment in a general setting; depth perception and field of vision are important. Employee regularly is required to bend, stoop, twist, turn, reach, lift (up to 50 pounds), carry, pull, push, climb, and kneel; walking and standing approximately 50-75% of each shift. Employee must recognize differences in sound, such as voices/noises that are loud and playful instead of angry and combative; ability to differentiate tones and volumes in conversation.

Mental Demands:

Caring for children can be stressful. The Principal must ensure that children are supervised at all times, and that children are involved in safe and appropriate activities. There may be a number of situations happening at once, and the Principal must be prepared to handle accidents and emergencies at any time.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Principal will have to manage a number of people and projects at one time, and will be interrupted frequently to meet the needs and requests of students and staff members. The Principal may find the environment to be busy, noisy and will need excellent organizational and time and stress management skills to complete the required tasks.

The foregoing statements describe the general purposes and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Decatur Public Schools is an Equal Opportunity Employer and has an Affirmative Action Program.

TITLE: Family Support and Transition Coordinator

QUALIFICATIONS: Associate's Degree preferred

PURPOSE: To assist parents, families and district liaisons in the development of positive relationships with school staff to address potential barriers of student success. Facilitate registration and screening for incoming kindergarten students for Decatur Public Schools.

REPORTS TO: Director of Student Services/Assistant Superintendent

MAINTAINS LIAISONS WITH:

1. Parents/Families/Students
2. Regional Office of Education
3. Community Daycare & Preschool Directors
4. Administration, Faculty and Staff

PERFORMANCE RESPONSIBILITIES:

The following are the essential fundamentals included, but are not limited to the following job duties:

- Support district family liaisons in fostering a welcoming environment within schools that promotes mutual respect and comfortable rapport among families, school staff and community members.
- Assist in the coordination and implementation of parent involvement and student activities as appropriate
- Work with district family liaisons, school staff and families to provide and link families with needed support services
- Make home visits when necessary
- Facilitate transportation for families for attendance at parent teacher conferences and needed services, as necessary
- Work with district family liaisons to serve as an intermediary between school and home to assist in elimination of situations which could negatively influence student progress
- Promote, encourage, facilitate, and document opportunities for parent participation
- Encourage parent participation in the evaluation of programs, development of standards, analysis of performance, and development of plans and parent compacts supporting student progress toward meeting the developed standards
- Field parent concerns and work with families, teachers, program directors and administrators to achieve positive outcomes
- Oversee and coordinate kindergarten screening and registration
- Build positive relationships with daycare and pre-school programs within the community
- Maintain and manage kindergarten enrollment for the Assistant Superintendent
- Enter or assign student date of entry into the district's student database and flag and assign ESL students
- Work with secretaries and building principals to schedule screening and registration dates for incoming kindergarten students

- Facilitate with Decatur Public Schools Early Learning programs to ensure proper registration district wide
- Attend monthly daycare director meetings in the community
- Other duties as assigned

TERMS OF EMPLOYMENT: 224 Days

GRADE LEVEL: 6D

EVALUATION:

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

PHYSICAL DEMANDS, MENTAL 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 position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential position functions.

PHYSICAL DEMANDS:

The employee must be able to handle work which deals mostly with people, objects, equipment in a general setting; depth perception and field of vision are important. The employee is required to read, write, and type in performing essential duties of the job. Employee must recognize differences in sound, such as voices/noises that are loud and playful instead of angry and combative; ability to differentiate tones and volumes in conversation.

MENTAL DEMANDS:

The employee must ensure that children are supervised at all times, and that children are involved in safe and appropriate activities. There may be a number of situations happening at once, and the employee must be prepared to handle accidents and emergencies at any time. The employee must also be able to handle students dealing with different situations, managing time and resources appropriately.

WORK ENVIRONMENT:

The employee will be working in a busy and occasionally noisy environment. There may be a number of activities and situations happening at once, and the employee will have to supervise, or make sure students are supervised at all times. The employee must have a valid driver's license and may be required to drive to sites outside the school setting.

The statements describe the general purpose and responsibilities assigned to this position and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Job Descriptions
Initiated By: Kathleen Horath, Director of Special Education	Attachments: Job Descriptions: Certified Occupational Therapist Assistant, Occupational Therapist, Physical Therapist, Physical Therapist Assistant, School Social Worker and Speech-Language Pathologist
Reviewed By: Dr. Paul Fregeau, Superintendent and Deanne Hillman, Director of Human Resources	

BACKGROUND INFORMATION:

Human Resources staff and administrators are conducting an ongoing review of job descriptions for compliance with state and federal laws, district policies and agreements; and the alignment of the descriptions with the essential duties and expectations of the position.

CURRENT CONSIDERATIONS:

For each position, the job description was created to align the responsibilities and duties with the expectations of the position. The following job descriptions were reviewed and updated as indicated:

Position Title	Changes/Updates
Certified Occupational Therapist Assistant	Updated Title (added Certified); Updated formatting; added physical, mental demands section; clarified who to report to; minor changes to performance responsibilities (removed PT)
Occupational Therapist	Updated formatting; added physical, mental demands section; minor changes to qualifications and performance responsibilities (removed physician referral)
Physical Therapist	Updated formatting; added physical, mental demands section; minor changes to qualifications and performance responsibilities (removed physician referral, changed occupational to physical in several lines)
Physical Therapist Assistant	New job description (couldn't locate old one) – based on Certified Occupational Therapist Assistant, but tailored specifically for physical therapy
School Social Worker	Updated formatting; added physical, mental demands section
Speech-Language Pathologist	Updated formatting; added physical, mental demands section

FINANCIAL CONSIDERATIONS:

These positions are within budget.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve these Job Descriptions as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

TITLE: Certified Occupational Therapy Assistant (COTA)

PURPOSE: To provide occupational therapy services to identified students with disabilities as indicated in the IEP

QUALIFICATIONS:

1. Graduate of a degree course of study from an accredited school of occupational therapy assistant.
2. Licensed with the Illinois Department of Professional Regulation.
3. Certified by the National Board for Certification in Occupational Therapy Assistant.

REPORTS TO: Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. To assist in evaluation and testing of students.
2. To carry out OT treatment plans following written and/or verbal directions by therapist.
3. To assist in writing and updating goals.
4. To keep daily contact records and progress notes.
5. To assist in writing quarterly progress reports.
6. To assist in therapy scheduling.
7. To keep records and files in order.
8. To carry out behavior plans during treatment time as directed by the IEP.
9. To have knowledge of multi disciplinary IEP goals and objectives as well as other objectives.
10. To attend team meetings.
11. To attend annual reviews and other staffings as directed by therapist.
12. To be aware of medical information and procedures for individual students as well as general conditions.
13. To accompany and assist students in community and vocational situations as appropriate to therapy goals, on approval from therapist.
14. To assist students in physical education, music, lunch, recess, leisure, and other building activities, as appropriate to therapy goals, with therapist approval.
15. To lift, position, and physically assist students as needed by other therapy staff or classroom staff.
16. To fabricate/modify/repair equipment and material, including student wheelchair, positioning equipment, feeding equipment, self-help aids, ambulation equipment, etc.

Approved by BOE 1/23/18

17. To attend in-service training and learn about and update skills regarding new therapy techniques and technology.
18. To be willing to learn about and use signing, communication systems, computers, and electronic devices as appropriate to student goals.
19. To consult with classroom staff, support staff, family, physicians, vendor, and agencies regarding students' programs and equipment needs.
20. To assist in cleaning/maintenance of therapy room equipment and materials.
21. Perform other tasks and assume other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Salary is based upon salary schedule established through the Administrative District's Board.
176 Days per year.

GRADE LEVEL: 6A

EVALUATION:

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

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 kneel, squat, stand, walk, sit, see, talk, and hear. The employee is occasionally required to climb and jump. The employee must lift and/or move up to 50 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

Approved by BOE 1/23/18

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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

TITLE: Occupational Therapist

PURPOSE: To provide occupational therapy to identified students with disabilities as indicated on the IEP.

QUALIFICATIONS:

1. Graduate of a degree course of study from an accredited school of occupational therapy.
2. Licensed with the Illinois Department of Professional Regulation.
3. Certified by the National Board for Certification in Occupational Therapy.
4. Ability to plan, develop, and direct a program of occupational therapy which contributes to the well-being and independence of the individual in the school setting.

REPORTS TO: Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. Plan, develop, and direct a program of occupational therapy as indicated on the IEP. Evaluation and remediation of functional disorders (developmental, physical, mental, and neurological.)
2. Cooperate in mutually-supported total program with other members of the professional staff.
 - i. Responsibility for the portion of the student's IEP related to occupational therapy.
 - ii. Provide consultation through home programming to gain and encourage their cooperation in the educational/therapeutic program.
 - iii. Provide consultative and resource services to other professional personnel.
3. Prepare and maintain pertinent professional records and reports.
4. Use assigned facilities, equipment, and supplies effectively and safely.
5. Provide for safe maintenance and supervise the minor repair of therapeutic appliances and equipment.
6. Design and participate in continuing education seminars and workshops; update skills in areas of technology and education/therapy related issues.
7. Present in-service training to other school staff and families regarding therapy related topics.
8. Consult with the medical profession, vendors, and other rehabilitation agencies regarding equipment and treatment planning.
9. Supervise assistants and Certified Occupational Therapy Assistants (COTAs) who are involved in treatment.
10. Supervise OT and OTA interns.

11. Participate in team meetings and EDC/IEP meetings.
12. Perform such other tasks and assume such other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Salary is based upon salary schedule established through the Administrative District's Board.
190 days

GRADE LEVEL: 12A

EVALUATION:

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

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 kneel, squat, stand, walk, sit, see, talk, and hear. The employee is occasionally required to climb and jump. The employee must lift and/or move up to 50 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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

Approved by BOE 1/23/18

TITLE: Physical Therapist

PURPOSE: To provide physical therapy to identified students with disabilities as indicated on the IEP.

QUALIFICATIONS:

1. Graduate of a degree course of study from an accredited school of physical therapy.
2. Licensed with the Illinois Department of Professional Regulation.
3. Ability to plan, develop, and direct a program of physical therapy which contributes to the well-being and functional independence of the individual in the school setting.

REPORTS TO: Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. Plan, develop, and direct a program of physical therapy as indicated on the IEP and approved by student's personal physician. Evaluation and remediation of functional disorders (developmental, physical, mental, and neurological.)
2. Cooperate in mutually-supported total program with other members of the professional staff.
 - i. Responsibility for the portion of the student's IEP related to physical therapy.
 - ii. Provide consultation to caregivers to gain and encourage their cooperation in the educational/therapeutic program.
 - iii. Provide consultative and resource services to other professional personnel.
3. Prepare and maintain pertinent professional records and reports.
4. Use assigned facilities, equipment, and supplies effectively and safely.
5. Provide for safe maintenance and supervise the minor repair of therapeutic appliances and equipment.
6. Design and participate in continuing education seminars and workshops; update skills in areas of technology and education/therapy related issues.
7. Present in-service training to other school staff and families regarding therapy related topics.
8. Consult with the medical profession, vendors, and other rehabilitation agencies regarding equipment and treatment planning.
9. Supervise physical therapy assistants who are involved in treatment.
10. Participate in team meetings and EDC/IEP meetings.
11. Perform such other tasks and assume such other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Salary is based upon salary schedule established through the Administrative District's Board.
190 days

GRADE LEVEL: 12A**EVALUATION:**

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

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 kneel, squat, stand, climb, jump, skip, walk, sit, see, talk, and hear. The employee must lift and/or move up to 50 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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

TITLE: Physical Therapy Assistant

PURPOSE: To provide physical therapy services to identified students with disabilities as indicated in the IEP

QUALIFICATIONS:

1. Graduate of a degree course of study from an accredited school of physical therapy assistant.
2. Licensed with the Illinois Department of Professional Regulation.

REPORTS TO: Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. To assist in evaluation and testing of students.
2. To carry out PT treatment plans following written and/or verbal directions by physical therapist.
3. To assist in writing and updating goals.
4. To keep daily contact records and progress notes.
5. To assist in writing quarterly progress reports.
6. To assist in therapy scheduling.
7. To keep records and files in order.
8. To carry out behavior plans during treatment time as directed by the IEP.
9. To have knowledge of multi-disciplinary IEP goals and objectives as well as other objectives.
10. To attend team meetings.
11. To attend annual reviews and other staffings as directed by therapist.
12. To be aware of medical information and procedures for individual students as well as general conditions.
13. To accompany and assist students in community and vocational situations as appropriate to therapy goals, on approval from therapist.
14. To assist students in physical education, music, lunch, recess, leisure, and other building activities, as appropriate to therapy goals, with therapist approval.
15. To lift, position, and physically assist students as needed by other therapy staff or classroom staff.
16. To fabricate/modify/repair equipment and material, including student wheelchair, positioning equipment, self-help aids, ambulation equipment, etc.
17. To attend in-service training and learn about and update skills regarding new therapy techniques and technology.
18. To be willing to learn about and use signing, communication systems, computers, and electronic devices as appropriate to student goals.
19. To consult with classroom staff, support staff, family, physicians, vendor, and agencies regarding students' programs and equipment needs.

20. To assist in cleaning/maintenance of therapy room equipment and materials.
21. Perform such other tasks and assume such other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Salary is based upon salary schedule established through the Administrative District's Board.
176 Days per year.

GRADE LEVEL: 6A

EVALUATION:

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

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 kneel, squat, stand, climb, jump, skip, walk, sit, see, talk, and hear. The employee must lift and/or move up to 50 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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

Approved by BOE 1/23/18

TITLE: School Social Worker

PURPOSE: To provide social work services to all students

QUALIFICATIONS:

1. Master's Degree in School Social Work
2. Illinois licensure as School Social Worker
3. Ability to function effectively as a member of the school team

REPORTS TO: Building Principal/Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. Provide social work service to students as indicated on IEPs, 504 plans, or after following the social work referral process for any student needing social work services.
2. Complete Social/Developmental Studies including any specialized assessments as determined at the domain meeting for students referred for a special education case study.
3. Summarize, report, and make recommendations regarding educationally pertinent information for Eligibility Determination Conference (EDC) meetings, Individualized Education Program (IEP) meetings and 504 plans.
4. Document student performance and progress toward meeting established goals and objectives or benchmarks.
5. Complete a functional analysis with input from parents, teachers, administration, and other individuals as necessary, develop behavior plan/interventions and monitor effectiveness of interventions for students struggling with behavioral issues.
6. Prepare and maintain pertinent professional records and reports such as evaluation reports, Medicaid logs and computerized EDC/IEP program input.
7. Provide consultative services to administrators, parents, and teachers to plan strategies and interventions which address the academic and behavioral difficulties of students.
8. Serve as a resource person to administrators, parents, and teachers in enhancing the understanding of behavior and its impact on academic achievement.
9. Participate as a member of the building problem solving team when behavioral, attendance/truancy concerns are identified.
10. Serve as a liaison between schools, families and community agencies.
11. Maintain communication with community agency representatives and refer students to agencies as appropriate.
12. Organize and/or present professional development activities for teachers, administrators, and support staff.
13. Provide parent education in the understanding of the impact of behavioral difficulties on academic achievement.
14. Conduct student group activities as deemed appropriate by social worker in collaboration with principal.
15. Participate in professional development activities that meet the CEU/PDH requirements to renew Illinois licensure.
16. Collaborate with guidance professionals and administrators to determine needs of students.
17. Perform such other tasks and assume such other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Wages, hours, terms, and conditions of employment pursuant to the collective bargaining agreement.

EVALUATION:

Performance in the position will be evaluated in accordance with the provisions of the collective bargaining agreement.

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 lift and/or move up to 20 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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TITLE: Speech-Language Pathologist

PURPOSE: To provide speech and language services to eligible students ages 3 through 21 as outlined in their IEP

QUALIFICATIONS:

1. Master's Degree in Communication Disorders (or its equivalent)
2. Illinois school licensure as Speech-Language Pathologist
3. Ability to function effectively as a member of the school team

REPORTS TO: Building Principal/Special Education Administrator

DUTIES & RESPONSIBILITIES:

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

1. Provide diagnostic screenings and/or comprehensive evaluation services for students experiencing speech and/or language difficulties.
2. Determine appropriateness of referrals for speech and/or language case study evaluation.
3. Conduct domain meetings for initial and re-evaluation of students with a primary speech and/or language difficulty.
4. Conduct eligibility determination conferences to analyze evaluation information for students referred due to a primary speech and/or language difficulty.
5. Conduct Individualized Education Program (IEP) meetings to determine appropriate goals, objectives and services for students due to a primary eligibility of speech/language services.
6. Participate in EDC/IEP meetings and annual reviews for special education students found eligible for services.
7. Develop, implement and direct speech/language therapy programs for students found eligible for speech and/or language services.
8. Document student performance and progress toward meeting established goals and objectives or benchmarks.
9. Provide consultative services to administrators, parents, and teachers to plan strategies and interventions which address the speech and/or language difficulties of students.
10. Serve as a resource person and advisor to administrators, parents, and teachers in enhancing the understanding of speech and language development.
11. Participate as a member of the building level assistance team when speech and/or language concerns are identified.
12. Prepare and maintain pertinent professional records and reports such as evaluation reports, Medicaid logs, computerized Eligibility Determination Conference (EDC) reports, and IEP reports.
13. Organize and/or conduct professional development for teachers, administrators, and support staff.
14. Provide parent education in the understanding of speech/language, special needs, and response to intervention.

15. Practice professional renewal through a variety of means such as attending conferences, workshops, and seminars, and participating in professional organizations.
16. Perform such other tasks and assume such other responsibilities as may be assigned.

TERMS OF EMPLOYMENT:

Wages, hours, terms, and conditions of employment pursuant to the collective bargaining agreement.

EVALUATION:

Performance in the position will be evaluated in accordance with the provisions of the collective bargaining agreement.

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential 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 lift and/or move up to 20 pounds. The employee may be required to physically restrain students who are a danger to themselves or others.

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.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, compile, instruct, synthesize, evaluate, use interpersonal skills, negotiate, and maintain emotional control under stress. The employee frequently is required to compute. The employee occasionally is required to copy.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

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Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Request to Dispose of Surplus Electronics with little or no value to BLH Computers Inc.
Initiated By: Jim Altig, Director of Information Technology	Attachments: Resolution and Exhibit A
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

When electronic items are no longer used or are replaced with newer models in buildings, the items are sent to the IT Department to be sorted and deemed recyclable.

CURRENT CONSIDERATIONS:

Throughout the year, the District works with BLH Computers Inc. to dispose of electronics deemed of little or no value, free of charge. Exhibit A is attached which includes a detailed inventory of all items to be recycled.

FINANCIAL CONSIDERATIONS:

There are very few electronic recycling companies that dispose of these items at no cost to the District. The Information Technology Department is requesting the Board approve the surplus of unused and outdated electronic items to be recycled.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education adopt the Resolution Authorizing the Disposal of Outdated Electronics through BLH Computers Inc. for the remainder of the 2017-18 school year, as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____

**RESOLUTION AUTHORIZING DONATION-RECYLCING
OF SCHOOL PERSONAL PROPERTY**

WHEREAS, the Board of Education of Decatur Public School District No. 61 is authorized by Section 10-22.8 of the School Code of Illinois to sell at public or private sale any personal property belonging to the School District and no longer needed for public purposes; and

WHEREAS, the Board of Education currently owns various computer equipment, which items are outdated, not working or unsupported by current software and which have no market value (hereinafter “said equipment”), all of which is more specifically described in Exhibit A, attached hereto and incorporated herein by reference; and

WHEREAS, the Board of Education hereby finds and determines that said equipment are no longer necessary or needed for educational purposes and the equipment has no market value; and

WHEREAS, the Board of Education further finds and determines that it is in the best interests of Decatur Public School District No. 61 that the School District donate said equipment and supplies for recycling on terms satisfactory to the School District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Decatur Public School District No. 61 as follows:

Section 1. The Board hereby finds that all of the recitals contained in the preambles to this resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. The Superintendent of Schools is hereby authorized to donate said equipment to a recycler.

Section 3. That this Resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this ____ day of January 2018, by the following roll-call vote:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education

ATTEST:

Secretary, Board of Education

CERTIFICATION

I, _____, Secretary of the Board of Education of Decatur Public School District No. 61, do hereby certify that the foregoing Resolution was adopted at a _____ meeting of the Board of Education on _____, 2018, by the following roll-call vote:

AYES: _____

NAYS: _____

ABSENT: _____

and that the motion was duly declared carried by the President of the Board.

Dated this ____ day of _____, 2018.

Secretary, Board of Education

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Brother Printer	MFC-8480DN	N/A	Not Supported/Unserviceable	2
Copy Machine	Sharp	SF-2040	Broken/Unrepairable	1
Copy Machine	Toshiba	DP-1640	Bad Drum	1
Copy Machine	Sharp	MX-4501N	Broken/Unrepairable	1
Defibrillator	Powerheart AED G3	N/A	N/A	3
Digital Camera	Canon	DS126071	Not Supported/Unserviceable	1
Doc camera	AverMedia CP 355	N/A	Not Supported/Unserviceable	10
DVD	Samsung DVD-V6700	N/A	Not Supported/Unserviceable	3
DVD	Sony DVP-NS55P	N/A	Not Supported/Unserviceable	3
DVD	Sony DVP-NS55P	N/A	Not Supported/Unserviceable	5
DVD	Sony SLV-390	N/A	Not Supported/Unserviceable	5
DVD-ROM Drives	Dell	N/A	Not Supported/Unserviceable	7
DVD-ROM Drives	Dell	N/A	Not Supported/Unserviceable	7
DVD+VCR	Insignia IS-DVD040924A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Insignia IS-DVD040924A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Panasonic AG-1320P	N/A	Not Supported/Unserviceable	3
DVD+VCR	Samsung DVD-V2000	N/A	Not Supported/Unserviceable	3
DVD+VCR	Samsung DVD-V2000	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V4600A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V4600A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V6700	N/A	Not Supported/Unserviceable	1
Fiber Box	N/A	N/A	Not Supported/Unserviceable	1
Headphone Jack Box	SchoolMate	JPB-85V	Not Supported/Unserviceable	1
Headphones	Califone 3066AV	N/A	Not Supported/Unserviceable	10
Headphones	SchoolMate HA7/SP-7	N/A	Not Supported/Unserviceable	3
Intercom Control Panel	Bogen	MCP35A	Not Supported/Unserviceable	1
Intercom Switch Bank	Dukane	11687	Not Supported/Unserviceable	2
Keyboard	Dell SK-8115	N/A	Not Supported/Unserviceable	45
Keyboard	Dell L100	N/A	Not Supported/Unserviceable	14

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Keyboard	Dell KB212-B	N/A	Not Supported/Unserviceable	46
Keyboard	Dell SK-8135	N/A	Not Supported/Unserviceable	88
Keyboard	Dell SK-8155	N/A	Not Supported/Unserviceable	12
Keyboard	Dell RT7D50	N/A	Not Supported/Unserviceable	2
Keyboard	Dell Y-UK-DEL1	N/A	Not Supported/Unserviceable	6
Keyboard	Logitech Y-U0009	N/A	Not Supported/Unserviceable	3
Keyboard	KB-US919EB	N/A	Not Supported/Unserviceable	4
Keyboard	Logitech Y-UR83	N/A	Not Supported/Unserviceable	38
Keyboard	Logitech Y-UM76A	N/A	Not Supported/Unserviceable	7
Keyboard	Logitech Y-UT76	N/A	Not Supported/Unserviceable	4
Keyboard	Belkin B2B130	N/A	Not Supported/Unserviceable	28
Keyboard	HP 5129	N/A	Not Supported/Unserviceable	1
Keyboard	SK-1100U	N/A	Not Supported/Unserviceable	2
Laptop	Dell PP18L	N/A	Not Supported/Unserviceable	12
Laptop	Dell P02T	N/A	Not Supported/Unserviceable	2
Laptop	Dell PP07S	N/A	Not Supported/Unserviceable	1
Laptop	Dell	H8CH1M1	Not Supported/Unserviceable	1
Laptop	Dell	5QHRBK1	Not Supported/Unserviceable	1
Laptop	Dell PPX	N/A	Not Supported/Unserviceable	2
Laptop	Dell PP15L	N/A	Not Supported/Unserviceable	1
Laptop	Dell	B890ZW1	Not Supported/Unserviceable	3
Laptop	Dell	55ZSPJ1	Not Supported/Unserviceable	1
Laptop	Dell	9PTWWF1	Not Supported/Unserviceable	1
Laptop	Dell P47G	N/A	Not Supported/Unserviceable	12
Laptop	Dell PP07S	N/A	Not Supported/Unserviceable	1
Laptop	Dell	H8CH1M1	Not Supported/Unserviceable	1
Laptop	Dell	5QHRBK1	Not Supported/Unserviceable	1
Laptop	Dell PP15L	N/A	Not Supported/Unserviceable	1
Laptop	Dell	B890ZW1	Not Supported/Unserviceable	3

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Laptop	Dell	55ZSPJ1	Not Supported/Unserviceable	1
Laptop	Dell	9PTWWF1	Not Supported/Unserviceable	1
Micro-Switch/5	Unicom PLBL700240	N/A	Not Supported/Unserviceable	1
Microphone	Califone	3066AV Headset	Not Supported/Unserviceable	15
Microphone	Peavey	PUMZZ	Not Supported/Unserviceable	4
Microscope	Nasco	N/A	Not Supported/Unserviceable	1
Mini Switch	N/A	N/A	Not Supported/Unserviceable	5
Monitor	Seanix	FYNU62079609C	Not Supported/Unserviceable	1
Monitor	Seanix	34964HA080588	Not Supported/Unserviceable	1
Monitor	Dell	CN-0MC040-64180-65Q-092K	Not Supported/Unserviceable	1
Monitor	Dell E170Sc	N/A	Not Supported/Unserviceable	9
Monitor	Dell 1900FP	N/A	Not Supported/Unserviceable	1
Monitor	Dell E176FPf	N/A	Not Supported/Unserviceable	4
Monitor	Dell E176FPc	N/A	Not Supported/Unserviceable	70
Monitor	Dell E177FPf	N/A	Not Supported/Unserviceable	22
Monitor	Dell E1909Wc	N/A	Not Supported/Unserviceable	13
Monitor	Dell 1908WFP	N/A	Not Supported/Unserviceable	7
Monitor	Dell AX510	N/A	Not Supported/Unserviceable	3
Monitor	Dell 1504FP	N/A	Not Supported/Unserviceable	1
Monitor	Planar EP578	N/A	Not Supported/Unserviceable	1
Monitor	Dell P170St	N/A	Not Supported/Unserviceable	2
Monitor	Dell 1707FPt	N/A	Not Supported/Unserviceable	5
Monitor	Dell 1901FP	N/A	Not Supported/Unserviceable	2
Monitor	Dell 1908WFPt	N/A	Not Supported/Unserviceable	70
Monitor	Dell E153FPf	N/A	Not Supported/Unserviceable	66
Monitor	Dell E156FPb	N/A	Not Supported/Unserviceable	2
Monitor	Dell E170Sb	N/A	Not Supported/Unserviceable	46
Monitor	Dell E190Sf	N/A	Not Supported/Unserviceable	1
Monitor	SyncMaster 740N	N/A	Not Supported/Unserviceable	1

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Monitor	HP ap5000	N/A	Not Supported/Unserviceable	1
Monitor	NEC LCD1770NX-BK	N/A	Not Supported/Unserviceable	20
Monitor	Seanix SE1708	N/A	Not Supported/Unserviceable	2
Monitor	Planar ES678	N/A	Not Supported/Unserviceable	3
Monitor	Samsung NB12ASCB	N/A	Not Supported/Unserviceable	1
Monitor	IBM 9417-AB1	N/A	Not Supported/Unserviceable	1
Monitor	HP HSTND-2H02	N/A	Not Supported/Unserviceable	1
Monitor	Dell 1707FPf	N/A	Not Supported/Unserviceable	2
Monitor	Acer S201HL	N/A	Not Supported/Unserviceable	1
Monitor	Optiquest VS11201	N/A	Not Supported/Unserviceable	1
Monitor	Dell E177FPf	N/A	Not Supported/Unserviceable	1
Mouse	Logitech	LZ920AR0B90	Unserviceable	4
Mouse	Logitech	LZ920AR0B8X	Unserviceable	1
Mouse	Logitech	LZ8280B00PV	Unserviceable	1
Mouse	Dell	N/A	Unserviceable	56
Mouse	Dell	G0E02403	Unserviceable	2
Mouse	Dell	I0J07KS6	Unserviceable	1
Mouse	Dell	I0J07CD1	Unserviceable	2
Mouse	Dell	LNA31005884	Unserviceable	1
Mouse	Dell	I1C01U1D	Unserviceable	1
Mouse	Dell	0C8639	Unserviceable	4
Mouse	Dell	HCP51942160	Unserviceable	1
Mouse	Dell	HCP51942736	Unserviceable	1
Mouse	Dell	HCD51954351	Unserviceable	3
Mouse	Dell	CN-0RGR5X-44751-13L-028F	Unserviceable	2
Mouse	Dell	HCA520O1799	Unserviceable	2
Mouse	Optical 2230	N/A	Unserviceable	52
Mouse	Dell M056U0A	N/A	Unserviceable	70
Mouse	Kensington 19420	N/A	Unserviceable	13

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Compaq	N/A	Not Supported/Unserviceable	N/A
PC	Compaq	H9F4VH1	Not Supported/Unserviceable	N/A
PC	Dell 280	3QLPS2J	Not Supported/Unserviceable	N/A
PC	Dell 520	C5NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 520	9YZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 520	N/A	Not Supported/Unserviceable	N/A
PC	Dell 520	48PX5C1	Not Supported/Unserviceable	N/A
PC	Dell 520	1VHX63J	Not Supported/Unserviceable	N/A
PC	Dell 520	JMFHNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	9D5SDC1	Not Supported/Unserviceable	N/A
PC	Dell 620	5R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	GQ8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	2PBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	75BWFG1	Not Supported/Unserviceable	N/A
PC	Dell 620	F8PFTG1	Not Supported/Unserviceable	N/A
PC	Dell 620	3B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	8TLD491	Not Supported/Unserviceable	N/A
PC	Dell 620	HRQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	1M15HK1	Not Supported/Unserviceable	N/A
PC	Dell 620	4RLC32J	Not Supported/Unserviceable	N/A
PC	Dell 620	4B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	JMFHNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	JBTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	9BTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	BQGBB71	Not Supported/Unserviceable	N/A
PC	Dell 620	FV71091	Not Supported/Unserviceable	N/A
PC	Dell 620	GY2FAF1	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	2Y956J1	Not Supported/Unserviceable	N/A
PC	Dell 620	45ZTJG1	Not Supported/Unserviceable	N/A
PC	Dell 620	6BXN3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	3YK7G2J	Not Supported/Unserviceable	N/A
PC	Dell 620	JB2YP81	Not Supported/Unserviceable	N/A
PC	Dell 620	36VTB71	Not Supported/Unserviceable	N/A
PC	Dell 620	J5BTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4BR5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	CX5H5D1	Not Supported/Unserviceable	N/A
PC	Dell 620	1BZNBL1	Not Supported/Unserviceable	N/A
PC	Dell 620	G26NQ91	Not Supported/Unserviceable	N/A
PC	Dell 620	C6BTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	G2SL2B1	Not Supported/Unserviceable	N/A
PC	Dell 620	BTCNBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	6JTSKB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FNWMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	7QZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HJCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HSCNBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	41W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GM11R2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9BR5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	CVWTP81	Not Supported/Unserviceable	N/A
PC	Dell 620	JPBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	3WTBVB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FYSW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	6V4ZKB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9R84JL1	Not Supported/Unserviceable	N/A
PC	Dell 620	D02XKF1	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	6XSDXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	460WJG1	Not Supported/Unserviceable	N/A
PC	Dell 620	G7YNV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4T4Y2B1	Not Supported/Unserviceable	N/A
PC	Dell 620	8QGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	45QP1J1	Not Supported/Unserviceable	N/A
PC	Dell 620	GCXVXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	COW3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	2QBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	1NXMRG1	Not Supported/Unserviceable	N/A
PC	Dell 620	F1W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	*H8VMB1	Not Supported/Unserviceable	N/A
PC	Dell 620	G9YNV71	Not Supported/Unserviceable	N/A
PC	Dell 620	7ZQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FC2JG81	Not Supported/Unserviceable	N/A
PC	Dell 620	D6BCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	H2Q7VH1	Not Supported/Unserviceable	N/A
PC	Dell 620	8F456J1	Not Supported/Unserviceable	N/A
PC	Dell 620	7SMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	JMFKNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	9KCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	C455CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	F9P3GG1	Not Supported/Unserviceable	N/A
PC	Dell 620	D3NCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	6Q6DYH1	Not Supported/Unserviceable	N/A
PC	Dell 620	864W52J	Not Supported/Unserviceable	N/A
PC	Dell 620	9813CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HZDW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	2DBLTK1	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	4XV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	86VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	F10H3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	H9DW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HR7YSJ1	Not Supported/Unserviceable	N/A
PC	Dell 620	BH64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	F8XMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	BDG0H81	Not Supported/Unserviceable	N/A
PC	Dell 620	B3VCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	528N52J	Not Supported/Unserviceable	N/A
PC	Dell 620	4513CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTZ1M2J	Not Supported/Unserviceable	N/A
PC	Dell 620	53Y6BZ1	Not Supported/Unserviceable	N/A
PC	Dell 620	F5PVM2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9W7MLB1	Not Supported/Unserviceable	N/A
PC	Dell 620	988BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	80W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	99R5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	3NGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	24PSY81	Not Supported/Unserviceable	N/A
PC	Dell 620	H5B47B1	Not Supported/Unserviceable	N/A
PC	Dell 620	1HBVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	DSHCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	HW87G81	Not Supported/Unserviceable	N/A
PC	Dell 620	8WV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	26PZV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4Q4CXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	69YNV7	Not Supported/Unserviceable	N/A
PC	Dell 620	B9YNV71	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	B7P3GG1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTW33D1	Not Supported/Unserviceable	N/A
PC	Dell 620	4NBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	F3PSY81	Not Supported/Unserviceable	N/A
PC	Dell 620	G58QFJ1	Not Supported/Unserviceable	N/A
PC	Dell 620	BNCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	G7DW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	D3VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	G813CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	DS9VV71	Not Supported/Unserviceable	N/A
PC	Dell 620	CPD13D1	Not Supported/Unserviceable	N/A
PC	Dell 620	BTMXSC1	Not Supported/Unserviceable	N/A
PC	Dell 620	8PGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	HGG0H81	Not Supported/Unserviceable	N/A
PC	Dell 620	19G67B1	Not Supported/Unserviceable	N/A
PC	Dell 620	35QPS2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9N HJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	5BTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	DYXHR71	Not Supported/Unserviceable	N/A
PC	Dell 620	DPGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	2VGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	3CYBP2J	Not Supported/Unserviceable	N/A
PC	Dell 620	CX0NR71	Not Supported/Unserviceable	N/A
PC	Dell 620	DT7M32J	Not Supported/Unserviceable	N/A
PC	Dell 620	3WZDLK1	Not Supported/Unserviceable	N/A
PC	Dell 620	7V877B1	Not Supported/Unserviceable	N/A
PC	Dell 620	8FBVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	*75BBB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8RWG72*	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	2RMD5B1	Not Supported/Unserviceable	N/A
PC	Dell 620	3WZDLK1	Not Supported/Unserviceable	N/A
PC	Dell 620	HB5BBB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8CD22D1	Not Supported/Unserviceable	N/A
PC	Dell 620	62W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8LT9B71	Not Supported/Unserviceable	N/A
PC	Dell 620	6ZHG531	Not Supported/Unserviceable	N/A
PC	Dell 620	FRZ66B1	Not Supported/Unserviceable	N/A
PC	Dell 620	CHCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	D2VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	B9R5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	DVTTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	J8H6XH1	Not Supported/Unserviceable	N/A
PC	Dell 620	52VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	HSKW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	13VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	3WTTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	1R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	BJYNC91	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	735PGB1	Not Supported/Unserviceable	N/A
PC	Dell 620	2J13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HQ8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	108BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	1FKW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	G0VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	50BF92J	Not Supported/Unserviceable	N/A
PC	Dell 620	274W52J	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	HZSV52J	Not Supported/Unserviceable	N/A
PC	Dell 620	B9VF72J	Not Supported/Unserviceable	N/A
PC	Dell 620	1M7H1B1	Not Supported/Unserviceable	N/A
PC	Dell 620	C3FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	16XMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	1DBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	9VRD1C1	Not Supported/Unserviceable	N/A
PC	Dell 620	3L9VJ2J	Not Supported/Unserviceable	N/A
PC	Dell 620	2G64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	D5R6T81	Not Supported/Unserviceable	N/A
PC	Dell 620	HNY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	B975CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GG64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	G613CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9975CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9V64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	5G64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GPZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	2JMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	3DBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	JM13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9513CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HV9CXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	8JCS6B1	Not Supported/Unserviceable	N/A
PC	Dell 620	28KWD31	Not Supported/Unserviceable	N/A
PC	Dell 620	G4FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	BZ9VV71	Not Supported/Unserviceable	N/A
PC	Dell 620	96B47B1	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 620	C98BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	J0WKK81	Not Supported/Unserviceable	N/A
PC	Dell 620	H3W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8JJFWB61	Not Supported/Unserviceable	N/A
PC	Dell 745	41W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 745	DBLZR81	Not Supported/Unserviceable	N/A
PC	Dell 745	5DD22D1	Not Supported/Unserviceable	N/A
PC	Dell 745	72VTV71	Not Supported/Unserviceable	N/A
PC	Dell 745	23NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 745	7ZYR9B1	Not Supported/Unserviceable	N/A
PC	Dell 745	8SWQ601	Not Supported/Unserviceable	N/A
PC	Dell 745	8GQ2R2J	Not Supported/Unserviceable	N/A
PC	Dell 745	GJP3GG1	Not Supported/Unserviceable	N/A
PC	Dell 745	48CFWC1	Not Supported/Unserviceable	N/A
PC	Dell 745	8DBZBK1	Not Supported/Unserviceable	N/A
PC	Dell 745	1LGMHK1	Not Supported/Unserviceable	N/A
PC	Dell 745	BGBVV71	Not Supported/Unserviceable	N/A
PC	Dell 745	JN75M2J	Not Supported/Unserviceable	N/A
PC	Dell 745	4DW0WC1	Not Supported/Unserviceable	N/A
PC	Dell 745	4HGTBB1	Not Supported/Unserviceable	N/A
PC	Dell 745	FH8MLC1	Not Supported/Unserviceable	N/A
PC	Dell 745	5434BZ1	Not Supported/Unserviceable	N/A
PC	Dell 745	BDHKV91	Not Supported/Unserviceable	N/A
PC	Dell 745	DLPNV2J	Not Supported/Unserviceable	N/A
PC	Dell 745	9TT7GK1	Not Supported/Unserviceable	N/A
PC	Dell 745	56KW3D1	Not Supported/Unserviceable	N/A
PC	Dell 745	6HBVV71	Not Supported/Unserviceable	N/A
PC	Dell 745	BNFMD1	Not Supported/Unserviceable	N/A
PC	Dell 750	76PZV71	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 750	HBHHGC1	Not Supported/Unserviceable	N/A
PC	Dell 750	948GLC1	Not Supported/Unserviceable	N/A
PC	Dell 750	9V46GK1	Not Supported/Unserviceable	N/A
PC	Dell 750	BG64CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	HBDNBK1	Not Supported/Unserviceable	N/A
PC	Dell 755	B07Q92J	Not Supported/Unserviceable	N/A
PC	Dell 755	9V0BGK1	Not Supported/Unserviceable	N/A
PC	Dell 755	CJT4CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	71W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	6975CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	7SX8VK1	Not Supported/Unserviceable	N/A
PC	Dell 755	8QBVV71	Not Supported/Unserviceable	N/A
PC	Dell 755	6643K2J	Not Supported/Unserviceable	N/A
PC	Dell 755	5B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	51W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	81W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	DR956J1	Not Supported/Unserviceable	N/A
PC	Dell 755	2WBVV71	Not Supported/Unserviceable	N/A
PC	Dell 755	7SDZVC1	Not Supported/Unserviceable	N/A
PC	Dell 755	47CT5L1	Not Supported/Unserviceable	N/A
PC	Dell 755	1TQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	7GN0Q81	Not Supported/Unserviceable	N/A
PC	Dell 755	GPY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	6L13CR1	Not Supported/Unserviceable	N/A
PC	Dell 755	HX7MLB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4M13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4VS9VK1	Not Supported/Unserviceable	N/A
PC	Dell 755	9MMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 755	JNY0T81	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 755	GWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	2HCS6B1	Not Supported/Unserviceable	N/A
PC	Dell 755	82JCTJ1	Not Supported/Unserviceable	N/A
PC	Dell 755	2M13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	46KWHH1	Not Supported/Unserviceable	N/A
PC	Dell 755	HG13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	BTLPRH1	Not Supported/Unserviceable	N/A
PC	Dell 755	5PY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4MGFLC1	Not Supported/Unserviceable	N/A
PC	Dell 755	DWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	F3XGB2J	Not Supported/Unserviceable	N/A
PC	Dell 755	GJ13CB1	Not Supported/Unserviceable	N/A
PC	Dell 756	0HYD85	Not Supported/Unserviceable	N/A
PC	Dell 760	2PY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	JWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	2G13CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	CKDZVC1	Not Supported/Unserviceable	N/A
PC	Dell 760	CH13CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	BLBNBK1	Not Supported/Unserviceable	N/A
PC	Dell 760	4HZZXF1	Not Supported/Unserviceable	N/A
PC	Dell 760	4P136B1	Not Supported/Unserviceable	N/A
PC	Dell 760	89BK2H1	Not Supported/Unserviceable	N/A
PC	Dell 760	2QWMS71	Not Supported/Unserviceable	N/A
PC	Dell 760	BSQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	FJ474AA-ABA	Not Supported/Unserviceable	N/A
PC	Dell 760	C0TW3D1	Not Supported/Unserviceable	N/A
PC	Dell 760	JNBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 760	G7PFTG1	Not Supported/Unserviceable	N/A
PC	Dell 760	BPY3CB1	Not Supported/Unserviceable	N/A

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
PC	Dell 760	E7FZVC1	Not Supported/Unserviceable	N/A
PC	Dell 760	2895CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	2CMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 760	H6FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 760	C975CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	44PPFJ1	Not Supported/Unserviceable	N/A
PC	Dell 760	935L2B1	Not Supported/Unserviceable	N/A
PC	Dell 760	3B2GJ2J	Not Supported/Unserviceable	N/A
PC	Dell 760	61W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	3CR8211XH	Not Supported/Unserviceable	N/A
PC	Dell 760	DPY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	22SL2B1	Not Supported/Unserviceable	N/A
PC	Dell 760	GV9S52J	Not Supported/Unserviceable	N/A
PC	Dell 760	J613CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	8013K2J	Not Supported/Unserviceable	N/A
PC	Dell 760	G0NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 760	2LDNBK1	Not Supported/Unserviceable	N/A
PC	Dell 760	8Y2F8F1	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 780	N/A	Not Supported/Unserviceable	N/A
PC	Dell 9020	N/A	Not Supported/Unserviceable	N/A
PC	Dell 9020	N/A	Not Supported/Unserviceable	N/A
PC	HP	N/A	Not Supported/Unserviceable	N/A
PC	HP Pavilion	1XJ2GK1	Not Supported/Unserviceable	N/A
Pen	Promethean 09/09	N/A	Not Supported/Unserviceable	1

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Phone	NEC DTU-8-1(BK) TEL	N/A	Not Supported/Unserviceable	6
Phone	Norstar M7208	N/A	Not Supported/Unserviceable	4
Phone	NEC770020	N/A	Not Supported/Unserviceable	13
Phonograph	Audiotronics	#208-#300	Outdated - 1950-1980	4
Power Injector Module	Cisco	AirPWRINJ3	Not Supported/Unserviceable	3
Printer	HP C6490A	N/A	Not Supported/Unserviceable	5
Printer	HP CE989A	CNDCGD021S	Not Supported/Unserviceable	1
Printer	HP LaserJet4100	N/A	Not Supported/Unserviceable	9
Printer	HP	VND3C15120	Not Supported/Unserviceable	1
Printer	HP C8962A	N/A	Not Supported/Unserviceable	6
Printer	HP CB656-64002	N/A	Not Supported/Unserviceable	3
Printer	HP C6487C	N/A	Not Supported/Unserviceable	1
Printer	Dell 1720dn	N/A	Not Supported/Unserviceable	21
Printer	Dell 3130	N/A	Not Supported/Unserviceable	4
Printer	Lexmark 4437-001	N/A	Not Supported/Unserviceable	2
Printer	HP C6427A	N/A	Not Supported/Unserviceable	1
Printer	Dell Laser 5210n	N/A	Not Supported/Unserviceable	1
Printer	HP B0ISB-0207-00	N/A	Not Supported/Unserviceable	1
Printer	HP VCVRA-1001	N/A	Not Supported/Unserviceable	1
Printer	Visimate MGL	N/A	Not Supported/Unserviceable	1
Printer	Dell Laser 3110cn	N/A	Not Supported/Unserviceable	5
Printer	HP B0ISB-0504-00	N/A	Not Supported/Unserviceable	1
Printer	Dell 5210n	N/A	Not Supported/Unserviceable	6
Printer	HP Q7057D	N/A	Not Supported/Unserviceable	1
Printer	HP C9037A	N/A	Not Supported/Unserviceable	1
Printer	HP B0ISB-0801-00	N/A	Not Supported/Unserviceable	1
Printer	HP PhotoSmart	N/A	Not Supported/Unserviceable	5
Printer	DeskJet	N/A	Not Supported/Unserviceable	28
Printer	HP VCVRA-0101	MY2881R4YV	Not Supported/Unserviceable	1

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Printer	HP VCVRA-0202	TH53N14188	Not Supported/Unserviceable	2
Printer	Brother IntelliFAX 2920	N/A	Not Supported/Unserviceable	2
Printer	HP C6431A	N/A	Not Supported/Unserviceable	5
Printer	OfficeJet	N/A	Not Supported/Unserviceable	5
Printer	IBM Lexmark Wheel Writer	N/A	Not Supported/Unserviceable	1
Printer	HP LASERJET 4200	N/A	Not Supported/Unserviceable	1
Printer	HP LASERJET 1320	N/A	Not Supported/Unserviceable	1
Printer	HP DESKJET 3930	N/A	Not Supported/Unserviceable	1
Printer	HP DESKJET 5650	N/A	Not Supported/Unserviceable	1
Projector	Epson 3LCD	N/A	Not Supported/Unserviceable	1
Projector	Sanyo PLC-XP07N	N/A	Not Supported/Unserviceable	1
Projector	Bell & Howell	385 - 16mm	Outdated - 1950-1970	6
Projector	Casio	XJ-ST155	Not Supported/Unserviceable	6
Projector	Promethean	PRM-20	Not Supported/Unserviceable	5
R.F. Amp	Peavey	CS4000	Not Supported/Unserviceable	3
Scanner	HP C9920A	N/A	Not Supported/Unserviceable	3
Speaker	Rauland	N/A	Outdated - 1950s	2
Speaker	Harmon Karden Speakers	N/A	Outdated - 1950s	11
Stereo	Barbie	N/A	Not Supported/Unserviceable	1
Stereo	Memorex	N/A	Not Supported/Unserviceable	1
Stereo Receiver	Nakamichi	AV-400	Not Supported/Unserviceable	1
Tape Recorder	Wollensak	T-1500	Outdated - 1950s	7
UPS/Battery Unit	N/A	N/A	Not Supported/Unserviceable	1
VCR	Sony SLV-N750	N/A	Not Supported/Unserviceable	2
VCR	Toshiba SD-4000KU	N/A	Not Supported/Unserviceable	2
VCR	Toshiba SD-4000KU	N/A	Not Supported/Unserviceable	5
VCR	PANASONIC	N/A	Not Supported/Unserviceable	1
VGA Splitter	MSV-102	N/A	Not Supported/Unserviceable	5

Exhibit A - Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Video Cards	N/A	N/A	Not Supported/Unserviceable	3
Voice Convergence	Sylvania	XL199	Not Supported/Unserviceable	1

Recycle Inventory 17-18				
Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Monitor	Seanix	FYNU62079609C	Not Supported/Unserviceable	1
Monitor	Seanix	34964HA080588	Not Supported/Unserviceable	1
Monitor	Dell	CN-0MC040-64180-65Q-092K	Not Supported/Unserviceable	1
Monitor	Dell E170Sc	N/A	Not Supported/Unserviceable	9
Monitor	Dell 1900FP	N/A	Not Supported/Unserviceable	1
Monitor	Dell E176FPf	N/A	Not Supported/Unserviceable	4
Monitor	Dell E176FPc	N/A	Not Supported/Unserviceable	70
Monitor	Dell E177FPf	N/A	Not Supported/Unserviceable	22
Monitor	Dell E1909Wc	N/A	Not Supported/Unserviceable	13
Monitor	Dell 1908WFP	N/A	Not Supported/Unserviceable	7
Monitor	Dell AX510	N/A	Not Supported/Unserviceable	3
Monitor	Dell 1504FP	N/A	Not Supported/Unserviceable	1
Monitor	Planar EP578	N/A	Not Supported/Unserviceable	1
Monitor	Dell P170St	N/A	Not Supported/Unserviceable	2
Monitor	Dell 1707FPt	N/A	Not Supported/Unserviceable	5
Monitor	Dell 1901FP	N/A	Not Supported/Unserviceable	2
Monitor	Dell 1908WFpt	N/A	Not Supported/Unserviceable	70
Monitor	Dell E153FPf	N/A	Not Supported/Unserviceable	66
Monitor	Dell E156FPb	N/A	Not Supported/Unserviceable	2
Monitor	Dell E170Sb	N/A	Not Supported/Unserviceable	46
Monitor	Dell E190Sf	N/A	Not Supported/Unserviceable	1
Monitor	SyncMaster 740N	N/A	Not Supported/Unserviceable	1
Monitor	HP ap5000	N/A	Not Supported/Unserviceable	1
Monitor	NEC LCD1770NX-BK	N/A	Not Supported/Unserviceable	20
Monitor	Seanix SE1708	N/A	Not Supported/Unserviceable	2
Monitor	Planar ES678	N/A	Not Supported/Unserviceable	3
Monitor	Samsung NB12ASCB	N/A	Not Supported/Unserviceable	1
Monitor	IBM 9417-AB1	N/A	Not Supported/Unserviceable	1
Monitor	HP HSTND-2H02	N/A	Not Supported/Unserviceable	1

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Monitor	Dell 1707FPf	N/A	Not Supported/Unserviceable	2
Monitor	Acer S201HL	N/A	Not Supported/Unserviceable	1
Monitor	Optquest VS11201	N/A	Not Supported/Unserviceable	1
Monitor	Dell E177FPf	N/A	Not Supported/Unserviceable	1

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Keyboard	Dell SK-8115	N/A	Not Supported/Unserviceable	45
Keyboard	Dell L100	N/A	Not Supported/Unserviceable	14
Keyboard	Dell KB212-B	N/A	Not Supported/Unserviceable	46
Keyboard	Dell SK-8135	N/A	Not Supported/Unserviceable	88
Keyboard	Dell SK-8155	N/A	Not Supported/Unserviceable	12
Keyboard	Dell RT7D50	N/A	Not Supported/Unserviceable	2
Keyboard	Dell Y-UK-DEL1	N/A	Not Supported/Unserviceable	6
Keyboard	Logitech Y-U0009	N/A	Not Supported/Unserviceable	3
Keyboard	KB-US919EB	N/A	Not Supported/Unserviceable	4
Keyboard	Logitech Y-UR83	N/A	Not Supported/Unserviceable	38
Keyboard	Logitech Y-UM76A	N/A	Not Supported/Unserviceable	7
Keyboard	Logitech Y-UT76	N/A	Not Supported/Unserviceable	4
Keyboard	Belkin B2B130	N/A	Not Supported/Unserviceable	28
Keyboard	HP 5129	N/A	Not Supported/Unserviceable	1
Keyboard	SK-1100U	N/A	Not Supported/Unserviceable	2

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Defibrillator	Powerheart AED G3	N/A	N/A	3
Digital Camera	Canon	DS126071	Not Supported/Unserviceable	1
Doc camera	AverMedia CP 355	N/A	Not Supported/Unserviceable	10
Fiber Box	N/A	N/A	Not Supported/Unserviceable	1
Micro-Switch/5	Unicom PLBL700240	N/A	Not Supported/Unserviceable	1
Mini Switch	N/A	N/A	Not Supported/Unserviceable	5
Pen	Promethean 09/09	N/A	Not Supported/Unserviceable	1
Phone	NEC DTU-8-1(BK) TEL	N/A	Not Supported/Unserviceable	6
Phone	Norstar M7208	N/A	Not Supported/Unserviceable	4
Phone	NEC770020	N/A	Not Supported/Unserviceable	13
Projector	Epson 3LCD	N/A	Not Supported/Unserviceable	1
Projector	Sanyo PLC-XP07N	N/A	Not Supported/Unserviceable	1
Projector	Bell & Howell	385 - 16mm	Outdated - 1950-1970	6
Projector	Casio	XJ-STI55	Not Supported/Unserviceable	6
Projector	Promethean	PRM-20	Not Supported/Unserviceable	5
UPS/Battery Unit	N/A	N/A	Not Supported/Unserviceable	1
VGA Splitter	MSV-102	N/A	Not Supported/Unserviceable	5

Recycle Inventory 17-18				
Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Mouse	Logitech	LZ920AR0B90	Unserviceable	4
Mouse	Logitech	LZ920AR0B8X	Unserviceable	1
Mouse	Logitech	LZ8280B00PV	Unserviceable	1
Mouse	Dell	N/A	Unserviceable	56
Mouse	Dell	G0E02403	Unserviceable	2
Mouse	Dell	I0J07KS6	Unserviceable	1
Mouse	Dell	I0J07CD1	Unserviceable	2
Mouse	Dell	LNA31005884	Unserviceable	1
Mouse	Dell	I1C01U1D	Unserviceable	1
Mouse	Dell	0C8639	Unserviceable	4
Mouse	Dell	HCP51942160	Unserviceable	1
Mouse	Dell	HCP51942736	Unserviceable	1
Mouse	Dell	HCD51954351	Unserviceable	3
Mouse	Dell	CN-0RGR5X-44751-13L-028F	Unserviceable	2
Mouse	Dell	HCA52001799	Unserviceable	2
Mouse	Optical 2230	N/A	Unserviceable	52
Mouse	Dell M056U0A	N/A	Unserviceable	70
Mouse	Kensington 19420	N/A	Unserviceable	13

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Compaq	N/A	Not Supported/Unserviceable	N/A
PC	Compaq	H9F4VH1	Not Supported/Unserviceable	N/A
PC	Dell 280	3QLPS2J	Not Supported/Unserviceable	N/A
PC	Dell 520	C5NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 520	9YZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 520	N/A	Not Supported/Unserviceable	N/A
PC	Dell 520	48PX5C1	Not Supported/Unserviceable	N/A
PC	Dell 520	1VHX63J	Not Supported/Unserviceable	N/A
PC	Dell 520	JMFHNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	9D5SDC1	Not Supported/Unserviceable	N/A
PC	Dell 620	5R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	GQ8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	2PBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	75BWFG1	Not Supported/Unserviceable	N/A
PC	Dell 620	F8PFTG1	Not Supported/Unserviceable	N/A
PC	Dell 620	3B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	8TLD491	Not Supported/Unserviceable	N/A
PC	Dell 620	HRQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	1M15HK1	Not Supported/Unserviceable	N/A
PC	Dell 620	4RLC32J	Not Supported/Unserviceable	N/A
PC	Dell 620	4B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	JMFHNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	JBTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	9BTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	BQGGB71	Not Supported/Unserviceable	N/A
PC	Dell 620	FV71091	Not Supported/Unserviceable	N/A
PC	Dell 620	GY2FAF1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	2Y956J1	Not Supported/Unserviceable	N/A
PC	Dell 620	45ZTJG1	Not Supported/Unserviceable	N/A
PC	Dell 620	6BXN3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	3YK7G2J	Not Supported/Unserviceable	N/A
PC	Dell 620	JB2YP81	Not Supported/Unserviceable	N/A
PC	Dell 620	36VTB71	Not Supported/Unserviceable	N/A
PC	Dell 620	J5BTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4BR5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	CX5H5D1	Not Supported/Unserviceable	N/A
PC	Dell 620	1BZNBL1	Not Supported/Unserviceable	N/A
PC	Dell 620	G26NQ91	Not Supported/Unserviceable	N/A
PC	Dell 620	C6BTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	G2SL2B1	Not Supported/Unserviceable	N/A
PC	Dell 620	BTCNBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	6JTSKB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FNWMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	7QZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HJCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HSCNBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	41W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GM11R2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9BR5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	CVWTP81	Not Supported/Unserviceable	N/A
PC	Dell 620	JPBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	3WTBVB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FYSW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	6V4ZKB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9R84JL1	Not Supported/Unserviceable	N/A
PC	Dell 620	D02XKF1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	6XSDXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	460WJG1	Not Supported/Unserviceable	N/A
PC	Dell 620	G7YNV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4T4Y2B1	Not Supported/Unserviceable	N/A
PC	Dell 620	8QGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	45QP1J1	Not Supported/Unserviceable	N/A
PC	Dell 620	GCXVXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	COW3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	2QBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	1NXMRG1	Not Supported/Unserviceable	N/A
PC	Dell 620	F1W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	*H8VMB1	Not Supported/Unserviceable	N/A
PC	Dell 620	G9YNV71	Not Supported/Unserviceable	N/A
PC	Dell 620	7ZQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	FC2JG81	Not Supported/Unserviceable	N/A
PC	Dell 620	D6BCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	H2Q7VH1	Not Supported/Unserviceable	N/A
PC	Dell 620	8F456J1	Not Supported/Unserviceable	N/A
PC	Dell 620	7SMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	JMFKNL1	Not Supported/Unserviceable	N/A
PC	Dell 620	9KCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	C455CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	F9P3GG1	Not Supported/Unserviceable	N/A
PC	Dell 620	D3NCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	6Q6DYH1	Not Supported/Unserviceable	N/A
PC	Dell 620	864W52J	Not Supported/Unserviceable	N/A
PC	Dell 620	9813CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HZDW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	2DBLTK1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	4XV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	86VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	F10H3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	H9DW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	HR7YSJ1	Not Supported/Unserviceable	N/A
PC	Dell 620	BH64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	F8XMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	BDG0H81	Not Supported/Unserviceable	N/A
PC	Dell 620	B3VCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	528N52J	Not Supported/Unserviceable	N/A
PC	Dell 620	4513CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTZ1M2J	Not Supported/Unserviceable	N/A
PC	Dell 620	53Y6BZ1	Not Supported/Unserviceable	N/A
PC	Dell 620	F5PVM2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9W7MLB1	Not Supported/Unserviceable	N/A
PC	Dell 620	988BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	80W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	99R5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	3NGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	24PSY81	Not Supported/Unserviceable	N/A
PC	Dell 620	H5B47B1	Not Supported/Unserviceable	N/A
PC	Dell 620	1HBVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	DSHCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	HW87G81	Not Supported/Unserviceable	N/A
PC	Dell 620	8WV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	26PZV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4Q4CXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	69YNV7	Not Supported/Unserviceable	N/A
PC	Dell 620	B9YNV71	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	B7P3GG1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTW33D1	Not Supported/Unserviceable	N/A
PC	Dell 620	4NBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	F3PSY81	Not Supported/Unserviceable	N/A
PC	Dell 620	G58QFJ1	Not Supported/Unserviceable	N/A
PC	Dell 620	BNCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	G7DW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	D3VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	G813CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	DS9VV71	Not Supported/Unserviceable	N/A
PC	Dell 620	CPD13D1	Not Supported/Unserviceable	N/A
PC	Dell 620	BTMXSC1	Not Supported/Unserviceable	N/A
PC	Dell 620	8PGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	HGG0H81	Not Supported/Unserviceable	N/A
PC	Dell 620	19G67B1	Not Supported/Unserviceable	N/A
PC	Dell 620	35QPS2J	Not Supported/Unserviceable	N/A
PC	Dell 620	9N HJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	5BTPBK1	Not Supported/Unserviceable	N/A
PC	Dell 620	DYXHR71	Not Supported/Unserviceable	N/A
PC	Dell 620	DPGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	2VGVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	3CYBP2J	Not Supported/Unserviceable	N/A
PC	Dell 620	CX0NR71	Not Supported/Unserviceable	N/A
PC	Dell 620	DT7M32J	Not Supported/Unserviceable	N/A
PC	Dell 620	3WZDLK1	Not Supported/Unserviceable	N/A
PC	Dell 620	7V877B1	Not Supported/Unserviceable	N/A
PC	Dell 620	8FBVV71	Not Supported/Unserviceable	N/A
PC	Dell 620	*75BBB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8RWG72*	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	2RMD5B1	Not Supported/Unserviceable	N/A
PC	Dell 620	3WZDLK1	Not Supported/Unserviceable	N/A
PC	Dell 620	HB5BBB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8CD22D1	Not Supported/Unserviceable	N/A
PC	Dell 620	62W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8LT9B71	Not Supported/Unserviceable	N/A
PC	Dell 620	6ZHG531	Not Supported/Unserviceable	N/A
PC	Dell 620	FRZ66B1	Not Supported/Unserviceable	N/A
PC	Dell 620	CHCW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	D2VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	4R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	B9R5BC1	Not Supported/Unserviceable	N/A
PC	Dell 620	DVTTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	J8H6XH1	Not Supported/Unserviceable	N/A
PC	Dell 620	52VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	HSKW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	13VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	3WTTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	1R8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	BJYNC91	Not Supported/Unserviceable	N/A
PC	Dell 620	N/A	Not Supported/Unserviceable	N/A
PC	Dell 620	735PGB1	Not Supported/Unserviceable	N/A
PC	Dell 620	2J13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HQ8JV91	Not Supported/Unserviceable	N/A
PC	Dell 620	108BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	1FKW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	G0VTV71	Not Supported/Unserviceable	N/A
PC	Dell 620	50BF92J	Not Supported/Unserviceable	N/A
PC	Dell 620	274W52J	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	HZSV52J	Not Supported/Unserviceable	N/A
PC	Dell 620	B9VF72J	Not Supported/Unserviceable	N/A
PC	Dell 620	1M7H1B1	Not Supported/Unserviceable	N/A
PC	Dell 620	C3FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	16XMS71	Not Supported/Unserviceable	N/A
PC	Dell 620	1DBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	9VRD1C1	Not Supported/Unserviceable	N/A
PC	Dell 620	3L9VJ2J	Not Supported/Unserviceable	N/A
PC	Dell 620	2G64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	D5R6T81	Not Supported/Unserviceable	N/A
PC	Dell 620	HNY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	B975CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GG64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	G613CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9975CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9V64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	5G64CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	GPZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	2JMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	3DBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 620	JM13CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	9513CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	HV9CXH1	Not Supported/Unserviceable	N/A
PC	Dell 620	GTZG3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	8JCS6B1	Not Supported/Unserviceable	N/A
PC	Dell 620	28KWD31	Not Supported/Unserviceable	N/A
PC	Dell 620	G4FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 620	BZ9VV71	Not Supported/Unserviceable	N/A
PC	Dell 620	96B47B1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 620	C98BH81	Not Supported/Unserviceable	N/A
PC	Dell 620	J0WKK81	Not Supported/Unserviceable	N/A
PC	Dell 620	H3W3CB1	Not Supported/Unserviceable	N/A
PC	Dell 620	8JJFWB61	Not Supported/Unserviceable	N/A
PC	Dell 745	41W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 745	DBLZR81	Not Supported/Unserviceable	N/A
PC	Dell 745	5DD22D1	Not Supported/Unserviceable	N/A
PC	Dell 745	72VTV71	Not Supported/Unserviceable	N/A
PC	Dell 745	23NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 745	7ZYR9B1	Not Supported/Unserviceable	N/A
PC	Dell 745	8SWQ601	Not Supported/Unserviceable	N/A
PC	Dell 745	8GQ2R2J	Not Supported/Unserviceable	N/A
PC	Dell 745	GJP3GG1	Not Supported/Unserviceable	N/A
PC	Dell 745	48CFWC1	Not Supported/Unserviceable	N/A
PC	Dell 745	8DBZBK1	Not Supported/Unserviceable	N/A
PC	Dell 745	1LGMHK1	Not Supported/Unserviceable	N/A
PC	Dell 745	BGBVV71	Not Supported/Unserviceable	N/A
PC	Dell 745	JN75M2J	Not Supported/Unserviceable	N/A
PC	Dell 745	4DW0WC1	Not Supported/Unserviceable	N/A
PC	Dell 745	4HGTBB1	Not Supported/Unserviceable	N/A
PC	Dell 745	FH8MLC1	Not Supported/Unserviceable	N/A
PC	Dell 745	5434BZ1	Not Supported/Unserviceable	N/A
PC	Dell 745	BDHKV91	Not Supported/Unserviceable	N/A
PC	Dell 745	DLPNV2J	Not Supported/Unserviceable	N/A
PC	Dell 745	9TT7GK1	Not Supported/Unserviceable	N/A
PC	Dell 745	56KW3D1	Not Supported/Unserviceable	N/A
PC	Dell 745	6HBVV71	Not Supported/Unserviceable	N/A
PC	Dell 745	BNFMD1	Not Supported/Unserviceable	N/A
PC	Dell 750	76PZV71	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 750	HBHHGC1	Not Supported/Unserviceable	N/A
PC	Dell 750	948GLC1	Not Supported/Unserviceable	N/A
PC	Dell 750	9V46GK1	Not Supported/Unserviceable	N/A
PC	Dell 750	BG64CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	HBDNBK1	Not Supported/Unserviceable	N/A
PC	Dell 755	B07Q92J	Not Supported/Unserviceable	N/A
PC	Dell 755	9V0BGK1	Not Supported/Unserviceable	N/A
PC	Dell 755	CJT4CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	71W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	6975CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	7SX8VK1	Not Supported/Unserviceable	N/A
PC	Dell 755	8QBVV71	Not Supported/Unserviceable	N/A
PC	Dell 755	6643K2J	Not Supported/Unserviceable	N/A
PC	Dell 755	5B13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	51W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	81W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	DR956J1	Not Supported/Unserviceable	N/A
PC	Dell 755	2WBVV71	Not Supported/Unserviceable	N/A
PC	Dell 755	7SDZVC1	Not Supported/Unserviceable	N/A
PC	Dell 755	47CT5L1	Not Supported/Unserviceable	N/A
PC	Dell 755	1TQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	7GN0Q81	Not Supported/Unserviceable	N/A
PC	Dell 755	GPY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	6L13CR1	Not Supported/Unserviceable	N/A
PC	Dell 755	HX7MLB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4M13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4VS9VK1	Not Supported/Unserviceable	N/A
PC	Dell 755	9MMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 755	JNY0T81	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 755	GWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	2HCS6B1	Not Supported/Unserviceable	N/A
PC	Dell 755	82JCTJ1	Not Supported/Unserviceable	N/A
PC	Dell 755	2M13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	46KWHH1	Not Supported/Unserviceable	N/A
PC	Dell 755	HG13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	BTLPRH1	Not Supported/Unserviceable	N/A
PC	Dell 755	5PY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	4MGFLC1	Not Supported/Unserviceable	N/A
PC	Dell 755	DWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	F3XGB2J	Not Supported/Unserviceable	N/A
PC	Dell 755	GJ13CB1	Not Supported/Unserviceable	N/A
PC	Dell 755	0HYD85	Not Supported/Unserviceable	N/A
PC	Dell 760	2PY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	JWV5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	2G13CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	CKDZVC1	Not Supported/Unserviceable	N/A
PC	Dell 760	CH13CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	BLBNBK1	Not Supported/Unserviceable	N/A
PC	Dell 760	4HZZXF1	Not Supported/Unserviceable	N/A
PC	Dell 760	4P136B1	Not Supported/Unserviceable	N/A
PC	Dell 760	89BK2H1	Not Supported/Unserviceable	N/A
PC	Dell 760	2QWMS71	Not Supported/Unserviceable	N/A
PC	Dell 760	BSQ5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	FJ474AA-ABA	Not Supported/Unserviceable	N/A
PC	Dell 760	C0TW3D1	Not Supported/Unserviceable	N/A
PC	Dell 760	JNBHJK1	Not Supported/Unserviceable	N/A
PC	Dell 760	G7PFTG1	Not Supported/Unserviceable	N/A
PC	Dell 760	BPY3CB1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
PC	Dell 760	E7FZVC1	Not Supported/Unserviceable	N/A
PC	Dell 760	2895CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	2CMCXH1	Not Supported/Unserviceable	N/A
PC	Dell 760	H6FW3D1	Not Supported/Unserviceable	N/A
PC	Dell 760	C975CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	44PPFJ1	Not Supported/Unserviceable	N/A
PC	Dell 760	935L2B1	Not Supported/Unserviceable	N/A
PC	Dell 760	3B2GJ2J	Not Supported/Unserviceable	N/A
PC	Dell 760	61W5CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	3CR8211XH	Not Supported/Unserviceable	N/A
PC	Dell 760	DPY3CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	22SL2B1	Not Supported/Unserviceable	N/A
PC	Dell 760	GV9S52J	Not Supported/Unserviceable	N/A
PC	Dell 760	J613CB1	Not Supported/Unserviceable	N/A
PC	Dell 760	8013K2J	Not Supported/Unserviceable	N/A
PC	Dell 760	G0NXSC1	Not Supported/Unserviceable	N/A
PC	Dell 760	2LDNBK1	Not Supported/Unserviceable	N/A
PC	Dell 760	8Y2F8F1	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760	N/A	Not Supported/Unserviceable	N/A
PC	Dell 760		Not Supported/Unserviceable	N/A
PC	Dell 780	N/A	Not Supported/Unserviceable	N/A
PC	Dell 9020	N/A	Not Supported/Unserviceable	N/A
PC	Dell 9020	N/A	Not Supported/Unserviceable	N/A
PC	HP	N/A	Not Supported/Unserviceable	N/A
PC	HP Pavilion	1XJ2GK1	Not Supported/Unserviceable	N/A

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Printer	HP C6490A	N/A	Not Supported/Unserviceable	5
Printer	HP CE989A	CNDICG021S	Not Supported/Unserviceable	1
Printer	HP LaserJet4100	N/A	Not Supported/Unserviceable	9
Printer	HP	VND3C15120	Not Supported/Unserviceable	1
Printer	HP C8962A	N/A	Not Supported/Unserviceable	6
Printer	HP CB656-64002	N/A	Not Supported/Unserviceable	3
Printer	HP C6487C	N/A	Not Supported/Unserviceable	1
Printer	Dell 1720dn	N/A	Not Supported/Unserviceable	21
Printer	Dell 3130	N/A	Not Supported/Unserviceable	4
Printer	Lexmark 4437-001	N/A	Not Supported/Unserviceable	2
Printer	HP C6427A	N/A	Not Supported/Unserviceable	1
Printer	Dell Laser 5210n	N/A	Not Supported/Unserviceable	1
Printer	HP B0ISB-0207-00	N/A	Not Supported/Unserviceable	1
Printer	HP VCVRA-1001	N/A	Not Supported/Unserviceable	1
Printer	Visimate MGL	N/A	Not Supported/Unserviceable	1
Printer	Dell Laser 3110cn	N/A	Not Supported/Unserviceable	5
Printer	HP B0ISB-0504-00	N/A	Not Supported/Unserviceable	1
Printer	Dell 5210n	N/A	Not Supported/Unserviceable	6
Printer	HP Q7057D	N/A	Not Supported/Unserviceable	1
Printer	HP C9037A	N/A	Not Supported/Unserviceable	1
Printer	HP B0ISB-0801-00	N/A	Not Supported/Unserviceable	1
Printer	HP PhotoSmart	N/A	Not Supported/Unserviceable	5
Printer	DeskJet	N/A	Not Supported/Unserviceable	28
Printer	HP VCVRA-0101	MY2881R4YV	Not Supported/Unserviceable	1
Printer	HP VCVRA-0202	TH53N14188	Not Supported/Unserviceable	2
Printer	Brother IntelliFAX 2920	N/A	Not Supported/Unserviceable	2
Printer	HP C6431A	N/A	Not Supported/Unserviceable	5
Printer	OfficeJet	N/A	Not Supported/Unserviceable	5
Printer	IBM Lexmark Wheel Writer	N/A	Not Supported/Unserviceable	1

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Brother Printer	MFC-8480DN	N/A	Not Supported/Unserviceable	2
Copy Machine	Sharp	SF-2040	Broken/Unrepairable	2
Copy Machine	Toshiba	DP-1640	Bad Drum	1
Copy Machine	Sharp	MX-4501N	Broken/Unrepairable	1
Printer	HP LASERJET 4200	N/A	Not Supported/Unserviceable	1
Printer	HP LASERJET 1320	N/A	Not Supported/Unserviceable	1
Printer	HP DESKJET 3930	N/A	Not Supported/Unserviceable	1
Printer	HP DESKJET 5650	N/A	Not Supported/Unserviceable	1

Recycle Inventory 17-18				
Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Laptop	Dell PP18L	N/A	Not Supported/Unserviceable	12
Laptop	Dell P02T	N/A	Not Supported/Unserviceable	2
Laptop	Dell PP07S	N/A	Not Supported/Unserviceable	1
Laptop	Dell	H8CH1M1	Not Supported/Unserviceable	1
Laptop	Dell	5QHRBK1	Not Supported/Unserviceable	1
Laptop	Dell PPX	N/A	Not Supported/Unserviceable	2
Laptop	Dell PP15L	N/A	Not Supported/Unserviceable	1
Laptop	Dell	B890ZW1	Not Supported/Unserviceable	3
Laptop	Dell	55ZSPJ1	Not Supported/Unserviceable	1
Laptop	Dell	9PTWWF1	Not Supported/Unserviceable	1
Laptop	Dell P47G	N/A	Not Supported/Unserviceable	12
Laptop	Dell PP07S	N/A	Not Supported/Unserviceable	1
Laptop	Dell	H8CH1M1	Not Supported/Unserviceable	1
Laptop	Dell	5QHRBK1	Not Supported/Unserviceable	1
Laptop	Dell PP15L	N/A	Not Supported/Unserviceable	1
Laptop	Dell	B890ZW1	Not Supported/Unserviceable	3
Laptop	Dell	55ZSPJ1	Not Supported/Unserviceable	1
Laptop	Dell	9PTWWF1	Not Supported/Unserviceable	1

Recycle Inventory 17-18

Item	Description (Model)	Tag/ Serial	Reason for Recycle	Quantity
DVD-ROM Drives	Dell	N/A	Not Supported/Unserviceable	7
DVD-ROM Drives	Dell	N/A	Not Supported/Unserviceable	7
DVD+VCR	Insignia IS-DVD040924A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Insignia IS-DVD040924A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Panasonic AG-1320P	N/A	Not Supported/Unserviceable	3
DVD+VCR	Samsung DVD-V2000	N/A	Not Supported/Unserviceable	3
DVD+VCR	Samsung DVD-V2000	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V4600A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V4600A	N/A	Not Supported/Unserviceable	1
DVD+VCR	Samsung DVD-V6700	N/A	Not Supported/Unserviceable	1
DVD	Samsung DVD-V6700	N/A	Not Supported/Unserviceable	3
DVD	Sony DVP-NS55P	N/A	Not Supported/Unserviceable	3
DVD	Sony DVP-NS55P	N/A	Not Supported/Unserviceable	5
DVD	Sony SLV-390	N/A	Not Supported/Unserviceable	5
VCR	Sony SLV-N750	N/A	Not Supported/Unserviceable	2
VCR	Toshiba SD-4000KU	N/A	Not Supported/Unserviceable	2
VCR	Toshiba SD-4000KU	N/A	Not Supported/Unserviceable	5
VCR	PANASONIC	N/A	Not Supported/Unserviceable	1

Recycle Inventory 17-18

Item	Description (Model)	Service Tag/ Serial Number	Reason for Recycle	Quantity
Headphone Jack Box	SchoolMate	JPB-85V	Not Supported/Unserviceable	1
Headphones	Califone 3066AV	N/A	Not Supported/Unserviceable	10
Headphones	SchoolMate HA7/SP-7	N/A	Not Supported/Unserviceable	3
Intercom Control Panel	Bogen	MCP35A	Not Supported/Unserviceable	1
Intercom Switch Bank	Dukane	11687	Not Supported/Unserviceable	2
Microphone	Califone	3066AV Headset	Not Supported/Unserviceable	15
Microphone	Peavey	PUMZZ	Not Supported/Unserviceable	4
Microscope	Nasco	N/A	Not Supported/Unserviceable	1
Phonograph	Audiotronics	#208-#300	Outdated - 1950-1980	4
Power Injector Module	Cisco	AirPWRINJ3	Not Supported/Unserviceable	3
R.F. Amp	Peavey	CS4000	Not Supported/Unserviceable	3
Scanner	HP C9920A	N/A	Not Supported/Unserviceable	3
Speaker	Rauland	N/A	Outdated - 1950s	2
Speaker	Harmon Karden Speakers	N/A	Outdated - 1950s	11
Stereo	Barbie	N/A	Not Supported/Unserviceable	1
Stereo	Memorex	N/A	Not Supported/Unserviceable	1
Stereo Receiver	Nakamichi	AV-400	Not Supported/Unserviceable	1
Tape Recorder	Wollensak	T-1500	Outdated - 1950s	7
Video Cards	N/A	N/A	Not Supported/Unserviceable	3
Voice Convergence	Sylvania	XL199	Not Supported/Unserviceable	1



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Navigate
Initiated By: Michael Dugan: Assistant Superintendent of Secondary	Attachments: NaviGate Prepared Quote
Reviewed By: Dr. Paul Fregeau: Superintendent	

BACKGROUND INFORMATION:

The District Emergency Preparedness and Safety Plans were created in 2005. The District currently supplies each classroom with a red folder that contains a guidance for specific events including Evacuations, Hazardous Material Spills, Lockdowns, Fire/Explosions, Tornados, Weather, Bomb Threats and Utility Outages.

CURRENT CONSIDERATIONS:

The District will be updating our emergency plans for the 2018-2019 school year. Since the last updated plan, many school districts are now moving to on-line safety plans to manage and organize their safety drills. District Administration recommends the NaviGate Prepared System to manage the District's on-line safety plans.

FINANCIAL CONSIDERATIONS:

The cost for the NaviGate program, which includes consulting and mapping of all district facilities is \$54,000. The annual license thereafter would be \$20,400 with a three-year agreement. The purchase of the NaviGate Prepared System and annual renewals would be paid from the District's Tort fund.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the NaviGate Prepared System in the amount of \$54,000 and the respective three year commitment as presented.

RECOMMENDED ACTION:

- Approval
- Information
- Discussion

BOARD ACTION: _____



NaviGate Prepared Proposal

Why Navigate Prepared?

We characterize our purpose with three important words.

The first is **FOCUS**.

We specialize in Emergency Preparedness and Safety for schools.

The second is **SIMPLICITY**.

Our charter is to make emergency preparedness simple. We strive to help schools readily manage the complexities associated with compliance and other safety initiatives.

Our software is easy to use by everyone who has access.

We provide a tool to help staff respond safely and effectively during drills and emergencies.

The third is **PEACE OF MIND**.

Our purpose is to provide peace of mind to all who are responsible for keeping children and staff safe.

Your staff is ready should an emergency arise. You are confident our solution works. You are working with an organization driven by continuous improvement in everything we do.

Benefits of NaviGate Prepared

We are pleased to offer the following benefits of NaviGate Prepared:

Outstanding Customer Service. Our approach to customer service is unparalleled in our industry. Not only do we provide turn-key set-up and service to reduce the time and effort for organizations to implement NaviGate Prepared, we stay by the side of each customer as they roll the product out to their staff and local first responders. There is never a charge for training whether it is in year 1 or year 5 of the license.

Free Updates. As we update and add new features to NaviGate Prepared, these are provided at no additional cost to current customers.

Tools to Respond. NaviGate Prepared has tools to put the right information into the right hands during an emergency. We ensure your local police, fire, and 911 agencies are educated, trained and integrated into NaviGate so that your critical information is at their fingertips in seconds – from emergency procedures to detailed call lists. Your staff and students have access to all information relevant to them through the Flipchart and Respond Applications.

Tools to Collaborate. The Virtual Binders tools within NaviGate Prepared keeps everyone working on the same page when it comes to emergency response. Each person can work off the same set of documents and organize these documents into binders in any way needed by the school. Update a document once and it is updated everywhere.

Peace of Mind. NaviGate does the work, stores and maintains the information on our redundant servers, and ensures everyone involved has the information they need when they need it. This allows your school to focus on education without impacting your safety or readiness to respond.

NaviGate Prepared Features

Flipcharts put the right information into the right hands when it is needed. Create an unlimited number of flipcharts and limit access by role, building, or campus. Make and push updates to user's phones at any time.

Call Lists provide profile photos and contact information for school officials. Create an unlimited number of call lists. Lists are easy to update, maintain and prioritize and with the drag-and-drop feature, also easy to organize. Changes are updated in real-time, eliminating the need for expensive copies. When an emergency occurs the list can be quickly accessed and calls made in the most effective and important order. First responders benefit by using the photo feature to identify and connect with the school officials.

Drill Logs manage your drills – from building-by-building scheduling through detailed reporting. Your district controls the number of required drills and each building administrator then schedules and logs each of these drills – with reminders sent to everyone involved to keep the process on track. Provides first responders access to scheduled and completed drills and completed drills can be shared through a link on the district website.

Respond App makes student accountability easy and seamless to your emergency. Classroom teachers will account for their students and building administrators will immediately see the names of missing students. Integrated secure messaging ensures everyone has the information they need, when they need it. Daily syncing with your school's student information system ensures the data is always up-to-date.

Maps and Floor Plans are organized by school building. Floor plans are easy to upload and adding icons can call-out the important components of your facility. Color-code your classrooms, offices, gymnasium, cafeteria, storage areas and more. Insert safety icons with the drag-and-drop feature, to indicate the locations of shut-off valves (e.g. electric, gas, water) and life-safety items (e.g. AEDs, areas of rescue, cameras, fire pulls, fire extinguishers). Use the floor plans feature to train staff and review emergency procedure.

Safety Plans Wizard steps your district through creating and publishing a plan to make the entire process consistent, simple, and easy. Establish a district wide plan for each building to follow as a template – again with step-by-step help to create a plan for each building. Easily update your plan each year by transferring answers from the previous year – changing only what is necessary.

Virtual Binders bring ease to organizing safety information. Upload current safety plans, group documents by building or campus, link documents, call lists and more to multiple maps and binders, and create pdf versions for viewing. This system makes it possible to stay current and ready for an emergency. No more photocopies, update emails or three-ringed binders.

Live Video Feeds are connected to the system through your web-browser compatible security cameras. School officials and first responders can access the camera by opening maps/floor plans for the desired school and clicking on the camera feature. Additionally, 911 Dispatch Centers can quickly locate the camera view(s) to assess the emergency and respond accurately.

First Responder Portal allows secure links to be created by the responder allowing interaction with responder CAD or mapping software. When an emergency call comes in, one click can auto-log into NaviGate Prepared, taking the user directly to the school's site.

Site Organization allows the convenience and opportunity to share safety information/protocols between your buildings. Share, duplicate and edit easily. This feature creates consistency and unification throughout the school's safety initiatives.

Access Control gives your district total control over who sees what information. Users – both internal and external – are controlled by the district. Permissions are setup to ensure users only see information that is relevant and necessary to their building.

NaviGate Prepared

Prepared for the Future, Protected in the Present

1776 Tech Park Drive Ste 221, New Philadelphia, OH 44663, US
Phone: (866) 861-7400 Fax: (330) 339-3373
Email: info@navigateprepared.com

Quotation

Quote #: Q-00106
Date: Dec 5, 2017
Expires On: Jan 3, 2018

Ship To
Mike Dugan
Decatur Sd 61
101 West Cerro Gordo St
Decatur, IL 62523
(217) 424-3011
(217) 424-3009
mjdugan@dps61.org

Bill To
Decatur Sd 61
101 West Cerro Gordo St
Decatur, IL 62523

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT TERMS
Catherine Finger	x	catherine.finger@navigateprepared.com		Net 30

QTY	PART #	DESCRIPTION	UNIT PRICE	DISC (%)	EXTENDED
13.00	ES-OS-1YR	Elementary/Intermediate/Primary School OnSite Service	USD 3,500.00		USD 39,000.00
13.00	LIC-1YR	1 Year License for NaviGate Prepared	Included		USD 0.00
2.00	HS-OS-1YR	High School OnSite Service	USD 6,000.00		USD 8,000.00
1.00	LIC-1YR	1 Year License for NaviGate Prepared	Included		USD 0.00
2.00	MS-OS-1YR	Middle School/Jr High OnSite Service	USD 5,000.00		USD 7,000.00
2.00	LIC-1YR	1 Year License for NaviGate Prepared	Included		USD 0.00
				DISCOUNT:	USD 13,500.00
				TOTAL:	USD 54,000.00

Rewal Information

First year full program implementation, including site license fees for all district buildings: \$54,000

First year fee breakdown:

13 elementary schools at \$3,000 each = \$39,000 (due to low enrollment in some buildings)

2 middle schools at \$3,500 each = \$7,000

2 high schools at \$4,000 each = \$8,000

Total first year full implementation fee:

\$39,000 + \$7,000 + \$8,000 = \$54,000

Annual site license renewal fee will be \$20,400 each year thereafter (17 buildings x \$1,200 = \$20,400 per year.) Annual renewal fee guaranteed for three years.

Terms & Conditions

OnSite services are available only in conjunction with the NaviGate Prepared license.

Signature: _____

Effective Date: ____/____/____

Name (Print): _____

Title: _____

Please sign and email to Catherine Finger at catherine.finger@navigateprepared.com

THANK YOU FOR YOUR BUSINESS!

NaviGate Prepared will provide the following services:

1. Provide OnSite Service. NaviGate Prepared will:
 - a. Upload floor plans (provided by the school district) for each school building and color-code each room based on room type.
 - b. Add icons to the floor plan indicating the location of all utility shut-offs, cameras, life safety equipment, etc. for each school building.
 - c. Take and upload a 360 photograph of all rooms in each school building with the exception of closets too small for the camera equipment.
 - d. Take and upload 360 photos of all hallways in each school building.
 - e. Take and upload a photo of all interior and exterior doors in each school building.
 - f. Review all work with the customer at the completion of the OnSite Service.
 - g. Upload and create School Emergency Operations Plan for each school building based on the school's current plan.
 - h. Upload and create Flipcharts for each school building based on the school's current flip charts or using one of the templates in NaviGate.

2. Software License and System Set-up. NaviGate Prepared will:
 - a. Provide unlimited access (storage, users, use, etc.) to NaviGate Prepared Software.
 - b. Provide unlimited train-the-trainer training to customer designated champion(s).
 - c. Designate an account representative to be the main point of contact for customer champion(s) and contacts.
 - d. Create Flip Charts based on current school flipchart and train district users how to update and publish.
 - e. Set-up the respond application to allow the school district to provide student accountability in an emergency.
 - f. Create the district level Emergency Operations Plan based on the current school plan and work with the district to complete any missing/additional required pieces.
 - g. Provide in-person training to local first responders and school administrators on the use of NaviGate Prepared.
 - h. Link in cameras from the school's camera system (after district has provided us access and system allows for web-based access) to the NaviGate maps.
 - i. Build out initial virtual binders for each school building and train district staff on updating these binders.
 - j. Provide ongoing assistance and training at no additional cost for the term of the license.

3. The Customer agrees to:
 - a. Provide a main contact for initial setup of the OnSite and coordinate the visit of our OnSite teams with each of the school buildings.
 - b. Ensure that the OnSite team has access to all parts of the building.

- c. Ensure staff is notified that our OnSite team will be in the building.
- d. Provide a main contact (or contacts) for NaviGate that will be trained on the setup and use of NaviGate Prepared.
- e. Provide clean and accurate floor plans for each of the school and ancillary buildings.

4. Confidentiality.

- a. Navigate agrees to use commercially reasonable efforts to maintain the confidentiality of Customer confidential information that is disclosed to Navigate in connection with the performance of services, and to use such Customer confidential information solely for purposes of performing services hereunder.
- b. Navigate shall require its employees, agents and subcontractors performing work hereunder to do likewise. For purposes of this Section, "Customer confidential information" shall mean any and all information related to our buildings belonging to Customer, or any other Customer information or data labeled or identified as confidential at the time of disclosure, provided, however, that this definition and the obligations of this Section shall not extend to any information that:
 - i. is or becomes publicly known through no fault or negligence of Navigate;
 - ii. is or becomes lawfully available from a third party without restriction;
 - iii. is independently developed by Navigate; or
 - iv. is disclosed without restriction by Customer to any third party at any time.



Board of Education Decatur Public School District #61

Date: January 23, 2018	Subject: Personnel Action
Initiated By: Deanne Hillman, Director of Human Resources and the Human Resources Department	Attachments: 6 Pages of Personnel Action
Reviewed By: 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
Fr: Deanne Hillman
Human Resources Director
Date: January 18, 2018
Board Date: January 23, 2018
Re: Personnel Action

EMPLOYMENT RECOMMENDATIONS

TEACHERS:

Name	Position	Effective Date
Dawn Rosenberger	Grade 5, Hope Academy	January 16, 2018
Mary Rossi	Grade 3, Hope Academy (<i>Pending Licensure</i>)	January 16, 2018

Pending Licensure- will begin as a Substitute Teacher in the position until Illinois Teacher Licensure is received.

TEACHING ASSISTANTS:

Name	Position	Effective Date
Teresa Matthews	Special Education LPN Teaching Assistant, Southeast, 7 hours per day	January 12, 2018
Camila Pape	Special Education Teaching Assistant, SEAP/Southeast, 6.25 hours per day	January 22, 2018
Melanie Weaver	Special Education Teaching Assistant, Parsons, 6 hours per day	January 22, 2018

OFFICE PERSONNEL:

Name	Position	Effective Date
Erica Byrne	Secretary to the Middle School Principal, Thomas Jefferson, 8 hours per day	January 16, 2018

ADMINISTRATIVE SUPPORT:

Name	Position	Effective Date
Kathleen Gumbel	Certified Occupational Therapy Assistant (COTA), Macon Piatt	January 16, 2018

SCHEDULE B:

Name	Position	Effective Date
Ashley Garrett	.5 FTE Elementary Girls Volleyball Coach, Oak Grove	January 22, 2018
Adrian Murphy	Elementary Boys Basketball Coach, Dennis	January 9, 2018
Kathryn Rodgers	.5 FTE Elementary Girls Volleyball Coach, Oak Grove	January 22, 2018
Brenna Waite	Elementary Girls Volleyball Coach, South Shores	January 22, 2018

TRANSFERS**TEACHERS:**

Name	Position	Effective Date
Ronald Conrad	From Grade 3, Harris to Elementary Music, Muffley/Baum	January 11, 2018
Jennifer Douglass	From Grade 1, Parsons to Montessori Grades 1-3, Enterprise	January 23, 2018
Pamela Helm	From Montessori Grades 1-3, Enterprise to Instructional Specialist, Enterprise	January 16, 2018

ADMINISTRATIVE SUPPORT:

Name	Position	Effective Date
Diondria Banner	From Data Analyst Secretary, Research to Research, Development, Evaluation and Assessment Analyst, Research	January 8, 2018

CUSTODIANS:

Name	Position	Effective Date
Adam Tucker	From 2nd Shift Custodian, Garfield/Johns Hill to 2nd Shift Custodian, Harris	January 22, 2018

TEACHING ASSISTANTS:

Name	Position	Effective Date
Jodi Higgins	From Early Childhood Teaching Assistant, Pershing, 6.5 hours per day to Adaptive Physical Education Teaching Assistant, Roving/Harris, 6.5 hours per day	January 8, 2018

RESIGNATIONS**TEACHERS:**

Name	Position	Effective Date
Craig Hampton	From Leave	January 10, 2018
Hannah Jamruk	Science, Eisenhower	End of the 2017-2018 School Year

SCHEDULE B:

Name	Position	Effective Date
Christopher Allen	Head Boys and Girls Soccer Coach, Eisenhower	December 15, 2017
Dolores Bloomfield	Elementary Girls Volleyball Coach, Harris	December 13, 2018
Matthew Laws	Elementary Track & Field Coach, Stevenson	January 12, 2018

OFFICE PERSONNEL:

Name	Position	Effective Date
Keira Woods	Secretary to the Alternative School Principal, Phoenix	January 26, 2018

RETIREMENTS**TEACHERS:**

Name	Position	Effective Date
Linda Allen	Elementary Music, Parsons/Stevenson	End of the 2017-2018 School Year
Diane Asay	Kindergarten, Johns Hill	End of the 2017-2018 School Year

Kevin Aten	Science, MacArthur	End of the 2017-2018 School Year
Rick Austin	Physical Education, Thomas Jefferson	End of the 2017-2018 School Year
Judith Austin	Grade 3, Johns Hill	End of the 2017-2018 School Year
Elizabeth Barnabe	Elementary Music, Enterprise/South Shores	End of the 2017-2018 School Year
Carol Blackwell	Science, MacArthur	End of the 2017-2018 School Year
Kari Boyd	Grade 4, Enterprise	End of the 2017-2018 School Year
Mona Busch	Math Curriculum Coordinator, PDI	End of the 2017-2018 School Year
Susan Cleary	Science, Thomas Jefferson	End of the 2017-2018 School Year
Carla Dehority	Grade 5, Oak Grove	End of the 2017-2018 School Year
Teresa Dunham	Language Arts, Thomas Jefferson	End of the 2017-2018 School Year
Leslie Dunkak	Family & Consumer Science, MacArthur	End of the 2017-2018 School Year
Barbara Ferracane	Speech Language Pathologist, Pershing	End of the 2017-2018 School Year
Jim Forrester	Social Worker, SEAP/Southeast	End of the 2017-2018 School Year
Marla Galka	Macon Piatt Early Childhood, Macon Piatt	End of the 2017-2018 School Year
Katherine Hodge	Math, Thomas Jefferson	End of the 2017-2018 School Year
Angela Horvath	Macon Piatt Early Childhood, Macon Piatt	End of the 2017-2018 School Year

Susan Howland	Cross Categorical, South Shores	End of the 2017-2018 School Year
Glenn Kraemer	Science, MacArthur	End of the 2017-2018 School Year
Sandra Lerner-Schwartz	Macon Piatt Early Childhood, Macon Piatt	End of the 2017-2018 School Year
Paula Luckenbill	Counselor, Thomas Jefferson	End of the 2017-2018 School Year
Mary Miller	Elementary Music, Garfield/MacArthur	End of the 2017-2018 School Year
Jill Nicol	Kindergarten, Franklin	End of the 2017-2018 School Year
Tracey Parks	Social Worker, Macon Piatt	End of the 2017-2018 School Year
Sue Phillips	Grade 4, Dennis Laboratory	End of the 2017-2018 School Year
Robin Righter	Cross Categorical, Thomas Jefferson	End of the 2017-2018 School Year
Rebecca Sphar	Art, Thomas Jefferson	End of the 2017-2018 School Year
Mark Stover	Pre Vocational Coordinator, Macon Piatt	End of the 2017-2018 School Year
Sandra Sweitzer	Grade 2, Oak Grove	End of the 2017-2018 School Year
Sara Tupper	Science, Thomas Jefferson	End of the 2017-2018 School Year
Linda Weddle	Grade 1, Baum	End of the 2017-2018 School Year

TEACHING ASSISTANT:

Name	Position	Effective Date
David Hill	SEAP Teaching Assistant, SEAP/Southeast,	End of the 2017-2018 School Year

COMPENSATION RECOMMENDATIONS:

- The following staff members should be compensated for participating in ESL Screening on January 10, 2018 at PDI:

Sandy Dexter	\$66.00	Norma Ramos	\$33.00
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- The following staff members should be compensated for participating in First Lego League Coaches from September 2017-December 2017 at PDI:

Elizabeth Bartimus	\$1,000.00	Deborah Rapson	\$500.00
Carissa Craven	\$1,000.00	Frances Rickard	\$1,000.00
Lisa Holmes	\$500.00	Glenn Shaffer	\$1,000.00
Sara Ingram	\$1,000.00	Phillip Winecke	\$500.00
Christine Lowe	\$500.00		
- The following staff members should be compensated **\$25.00** for participating in New Teacher Academy on December 11, 2017 at PDI:

Angelina Adams	Shirley Moreland
Kelly Bassett	Alexandra Nichols
Bailey Cadieux	Andrea Robertson
Carissa Craven	Crystal Rora
Albulena Emroski	Dawn Rose
Sandra Fitzgerald	Alicia Smith
Macie Gillis	Brooke Taylor
Kathryn Gibbons	Thomas Walczak
Sarah Hott	Angela Young
Abby Martin	
- The following staff member should be compensated **\$1,500.00** for the X-Step for his years of service to Decatur Public Schools:

David Hill
- The following staff member should be compensated **\$1,500.00** for the X-Step for her years of service to Decatur Public Schools:

Susan Marien