



DECATUR PUBLIC SCHOOL DISTRICT #61
BOARD OF EDUCATION
AGENDA

Regular Meeting
Keil Administration Building
1st Floor Board Room
1st Floor Board Room

May 26, 2020
4:30 PM Open Session
Closed Session Immediately Following
6:30 PM Open Session Continuing

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

Strategic Plan Mission:

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

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

The Board of Education Parameters that Guide Our Work:

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

IO 1.0 CALL TO ORDER – CALL FOR EXECUTIVE SESSION

The Board of Education will meet in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and collective negotiating matters between the Board and representatives of its employees.

Roll Call

IO 2.0 PLEDGE OF ALLEGIANCE

AI 3.0 APPROVAL OF AGENDA, MAY 26, 2020

IO 4.0 DISTRICT HIGHLIGHTS AND SPECIAL RECOGNITIONS

- **Decatur Public School District 61 2020 Retirees**
- **DPS 61 Student Ambassadors from the 2019-2020 School Year**

DI 5.0 BOARD AND/OR OTHER COMMITTEE REPORTS

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

BOARD DISCUSSION

IO 6.0 SUPERINTENDENT’S REPORT

- A. First Read of the following School Board Policies:
- Section 04: Operational Services 4:110 Transportation
 - Section 07: Students 7:270 Administering Medicine to Students, 7:30 Student Assignment and Intra-District Transfer and 7:60 Residence
- B. Facilities Update
- C. Quarterly Strategic Plan Update

AI 7.0 CONSENT ITEMS

- A. Minutes: Open/Closed Meetings May 12, 2020
- B. Financial Conditions Report
- C. Treasurer’s Report
- D. High School Athletics Policy Handbook for 2020-2021 School Year
- E. PowerSchool Renewal Agreement
- F. Revision to Job Description:
- Social Emotional Learning (SEL) & Equity Coordinator
- G. Job Description:
- District Athletic Coordinator
- H. Updates to School Board Policies:
- Section 02: School Board
 - Section 05: General Personnel
 - Section 07: Students
 - Section 08: Community Relations

AI 8.0 ROLL CALL ACTION ITEMS

- A. Personnel Action Items
- B. Approval of FY2020-2021 Wages for Administrative Support
- C. APEX Digital Curriculum Lease
- D. Purchase of E-Rate Network Equipment
- E. O’Shea Builders Guaranteed Maximum Price (GMP) Amendment for Franklin, Muffley and Parsons Elementary Schools and Award Recommendations
- F. District Athletic Coordinator Contract (up to 135 days)

IO 9.0 PUBLIC PARTICIPATION

- Any public comments received will be read during this time.
- Comments should be limited to 3 minutes.

IO 10.0 IMPORTANT DATES

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, June 09, 2020 in the 1st Floor Board Room at the Keil Administration Building.

11.0 ADJOURNMENT

Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Updates to School Board Policies – First Reading
Initiated By: Todd Covault, EdD, Chief Operational Officer	Attachments: Updated Policies <ul style="list-style-type: none"> • Section 04 – Operational Services • Section 07 – Students
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

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

CURRENT CONSIDERATIONS:

The policies below are being presented as a first reading:

- 4:110 – *Operational Services – Transportation*
 - Added language regarding reimbursable transportation to after school programs located in a District facility
 - Cleared up language regarding Stabilization
 - Added detailed explanation and moved to Policy 7:30
- 7:30 – *Students – Student Assignments and Intra-District Transfers*
 - Added language to define High Mobility Area (stabilization)
 - Added clarity with maintaining enrollment status in the school of origination
- 7:60 – *Students - Residence*
 - Added clarification that Student Services initiates non-resident student enrollment requests
- 7:270 – *Students – Administering Medicines to Students*
 - Added language to align with PRESS in regards to School District Supply of Undesignated Glucagon

FINANCIAL CONSIDERATIONS:

N/A

STAFF RECOMMENDATION:

The Members of the Policy Committee respectfully request that the Board of Education accept these policies as a first read. The above policies will be updated to reflect Board guidance and brought back for approval during the June 09, 2020 Board of Education meeting.

RECOMMENDED ACTION:

☐ Approval
☒ Information
☐ Discussion

BOARD ACTION: _____

Operational Services

Transportation

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available (e.g. high schools), or (2) if adequate public transportation is not available, within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a serious safety hazard due to either (a) vehicular traffic or rail crossing as determined by the Illinois Department of Transportation (IDOT) or (b) a course or pattern of criminal activity, as defined in the Ill. Streetgang Terrorism Omnibus Prevention Act, 740 ILCS 147/. A student's parent or guardian may file a petition with the Board of Education requesting transportation due to the existence of a serious safety hazard. Free transportation service and vehicle adaptation is provided for a student with special needs if included in the student's individualized educational program or 504 plan. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. Foster care students shall be transported in accordance with Section 6312(c) (5) (B) of the Elementary and Secondary Education Act.

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Students attending a Board approved after school program, convened in a District school and that qualifies for reimbursable transportation, will be provided transportation. ~~The District shall provide transportation to approved after school programs held in District facilities.~~ Only kindergarten thru 6th grade students can be approved for use of a daycare provider's address other than his or her residence. The daycare address MUST be in the same attendance area as the student's home residence. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Kindergarten through eighth~~sixth~~ grade Sstudents who live in the high mobility area (see policy 7:30) and over the course of the school year move within the high mobility area (see policy 7:30) shall be provided free transportation to their school of origin if the transportation qualifies for reimbursements. ~~that have moved during the school year and remain enrolled at the original school assignment will not be transported at the expense of the District; however, kindergarten through 6th grade students may be provided free transportation if they qualify under the District's Educational Stabilization Procedure.~~ High school students residing more than one and one-half miles from school and using public transportation shall be issued a free bus pass for public transit if the student is eligible for free lunch as determined by the United States Department of Agriculture (USDA) application.

Students living less than one and one-half miles from their attendance center may be transported as a paid-rider for a fee established annually, based on the prior year's cost, provided there is space on the existing bus and provided rerouting the bus is not necessary.

Transportation for students in the non-grant funded PreK programs shall be afforded transportation under the following circumstances. For PreK students that qualify under the USDA guidelines for a free or reduced lunch shall be provided transportation at no charge. For PreK students who do not qualify under the USDA guidelines for a free or reduced lunch, the student shall be afforded transportation, when space is available, and at a rate annually calculated by administration based on the prior year transportation cost. Half day PreK students must ride with a sibling and transportation is only provided one way transportation, depending if they are in an AM or PM class. If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the 1½ miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

No school employee may transport students in school or private vehicles unless authorized by the administration.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students. The Superintendent or designee shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, and work day, to check the bus for children or other passengers in the bus.

LEGAL REF.: 20 U.S.C, §6312(c)(5)(B)Elementary and Secondary Education Act
42 U.S.C §11432 et seq., McKinney-Vento Homeless Assistance Act
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15 and /1-17.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813.1, 5/12-815,
5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code Part 440.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development), 5:120 (Ethics and Conduct), 5:280
(Educational Support Personnel - Duties and Qualifications), 6:140
(Education of Homeless Children), 6:170 (Title I Programs), 7:220 (Bus
Conduct)

ADMIN. PROC.: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip
Inspection; Bus Driving Comments), 4:110-AP3 (School Bus Safety Rules),
4:110-E3 (Emergency Medical Information for Students Having Special
Needs or Medical Conditions Who Ride School Buses), 6:140-AP (Education
of Homeless Children)

ADOPTED: May 27, 1997

REVISED: May 27, 2008
May 22, 2012
August 26, 2014
March 24, 2015
January 10, 2017 (effective July 1, 2017)
July 10, 2018
April 23, 2019
June 9, 2020

Students

Student Assignment and Intra-District Transfers

Attendance Areas

The School District is divided into school attendance areas. The Superintendent or designee will review the boundary lines annually and recommend any changes to the Board of Education. The Superintendent or designee shall maintain a map of the District showing current school attendance areas. Homeless children shall be assigned according to Board policy 6:140, *Education of Homeless Children*.

The magnet schools (e.g., American Dreamer STEM Academy, Montessori Academy for Peace and Johns Hill) incorporate the entire district as the attendance boundary and are assigned by a lottery process.

Pod Concept

The primary purpose of the pod concept is to maximize building utilization as well as teacher allotment and to regulate the distribution of elementary students. The current school boundaries will remain in effect.

Beginning with the 2020-21 school year, the following Pod grouping shall apply,

Grouping by Pod

It is the responsibility of the Director of Student Services to implement the Pod concept and to establish the grouping of students into school buildings within each Pod. The aim of grouping is to place each student in an optimum learning environment. Students shall initially be placed in his or her home attendance school. Once the class size has been directly exceeded which requires a full-time assistant, the Director of Student Services shall utilize the pod concept and establish the grouping of students into schools using the below Pod chart.

The following elementary schools are grouped geographically to form pods:

Pod #1 – Parsons and Stevenson

Pod #2 – Baum and Muffley

Pod #3 – Dennis (Mosaic and Kaleidoscope) and South Shores

Pod #4 – Franklin and Oak Grove

The Superintendent or designee shall maintain a list of students placed in a Pod. This list shall include the home attendance school and grade level of students. If a space becomes available over the course of the year in the student's home attendance school, the space shall be afforded to the students reassigned by Pod on a first placed on list order.

Other Building Assignments

If the Pod limits the District's ability to place a student within the guidelines, the Student Services and Transportation departments shall jointly find an efficient solution making use of schools whose boundaries are adjacent to the home attendance center.

High Mobility Area (Stabilization Plan)

The High Mobility Area is defined as Garfield Avenue on the north, 22nd Street on the East, Illinois Highway 48 on the west, and the Decatur Lake on the South. In order to provide Stabilization to the kindergarten through grade eight students as well as their respective schools, students residing in this High Mobility Area and move within the High Mobility Area over the course of the school year shall remain in their respective school of origin for the remainder of the school year. Respective students that fulfill the minimum requirements for transportation will be afforded transportation at no charge. Students outside of the above parameters are highly encouraged to remain in their school of origin.

Transfers Within the District

A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent or designee, who, at his or her sole discretion, may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent/guardian shall be responsible for transportation. The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.

Appeals Process

Students reassigned due to changing boundaries, who desire to remain in his or her previous attendance center, shall be afforded an opportunity to appeal his or her assignment. The appeal committee shall include representation from the Student Services and Transportation departments. Information about the appeals process can be found in the Parent Handbook.

Class Assignments

The Superintendent or designee shall assign students to classes.

LEGAL REF.: 105 ILCS, 5/10-21.3, 5/10-21.3a and 5/10-22.5.

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless

ADOPTED: April 22, 1997

REVISED: November 12, 2003
August 12, 2008
August 7, 2012
May 28, 2013
May 27, 2014
March 24, 2015
December 13, 2016
April 28, 2020

Students

Residence

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or Power of Attorney stating: (a) the role and responsibility of the person with whom their child is living and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within 60 days after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law and must not be charged tuition.

Requests for Non-Resident Student Admission

Non-resident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for non-resident admission. The ~~Superintendent or designee~~ **Student Services Department** may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law.
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Non-Resident Students Pursuant to an Agreement or Order

Non-resident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance

by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.

2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and non-resident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a non-resident student.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency. School Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Challenging a Student's Residence Status

If the Superintendent or designee determines that a student attending school on a tuition-free basis is a non-resident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, 105 ILCS 5/10-20.12b.

LEGAL REF.: McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.,
105 ILCS 5/10-20.12a, 5/10-20.12b, and 5/10-22.5.
105 ILCS 45/ and 70/.
23 Ill.Admin.Code §1.240.
Israel S. by Owens v. Board of Educ. of Oak Park and River Forest High
School Dist. 200, 601 N.E.2d 1264 (Ill.App.1, 1992).
Joel R. v. Board of Education of Manheim School District 83, 686
N.E.2d, 650 (Ill.App.1, 1997).
Kraut v. Rachford, 366 N.E.2d 497 (Ill.App.1, 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

ADOPTED: July 8, 1997

REVISED: November 12, 2003
November 8, 2005
January 8, 2013
January 27, 2015
January 10, 2017

Students

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form (*SMA Form*) is submitted by the student's parent/guardian.

No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parent(s)/guardian(s) of students.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector (EpiPen®) and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, a medication required under a qualifying plan,

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of

undesigned asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesigned asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS5/22-30(f) and maintain a supply of undesigned epinephrine injectors in the name of the District and provide or administer them as necessary according to State Law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesigned epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesigned opioid antagonists in the name of the District and provide or administer them as necessary at the middle school and high school levels according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesigned opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

School District Supply of Undesignated Glucagon

The Superintendent or designee shall implement 105 ILCS 145/27 and maintain a supply of undesigned glucagon in the name of the District in accordance with manufacturer's instructions.

When a student's prescribed glucagon is not available or has expired, a school nurse or delegated care aide may administer undesigned glucagon only if he or she is authorized to do so by a student's diabetes care plan.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Pilot Program Act allows a *medical cannabis infused* product to be administered to a student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if:
 - a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
 - b. Copies of the registry identification cards are provided to the District
 - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
 - d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at school solely because he or she requires administration of the product during school hours.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice

nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists.

The **School District Supply of Undesignated Glucagon** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for glucagon from a qualifying prescriber, or (2) fill the District's prescription for undesignated school glucagon.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation parents/guardians of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b 5/22-30, and 5/22-33.
 105 ILCS 145/, Care of Students with Diabetes Act.
 410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act
 and scheduled to be repealed on July 1, 2020.

720 ILCS 550/, Cannabis Control Act.
23 Ill.Admin.Code §1.540.

CROSS REF.: 7:285 (Food Allergy Management)

ADMIN. PROC.: 7:270-AP1 (Dispensing Medication), 7:270-AP2 (Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon), 7:270-E1 (School Medication Authorization Form), 7:270-E2 (School Medication Authorization Form – Medical Cannabis)

ADOPTED: April 8, 1997

REVISED: March 23, 1999
November 25, 2003
February 12, 2013
February 24, 2015
March 24, 2015
August 11, 2015
September 27, 2016
January 8, 2019
January 28, 2020



FACILITIES UPDATE

MAY 26, 2020

Strategic Plan
Objective #2:
Ensure a student-
focused
environment



STEVE KLINE & MIKE SOTIROFF

SUMMER WORK:

- **SUPPORT THE BOLD PLAN**
- **MAINTAIN DISTRICT FLEET**
- **DEEP CLEAN FACILITIES**
- **SERVICE HVAC AND KITCHEN EQUIPMENT**
- **STRIPE PARKING LOTS AND PLAYGROUNDS**
- **SERVICE AUDIO/VISUAL EQUIPMENT**
- **MAINTAIN SPORTS FIELDS**

2



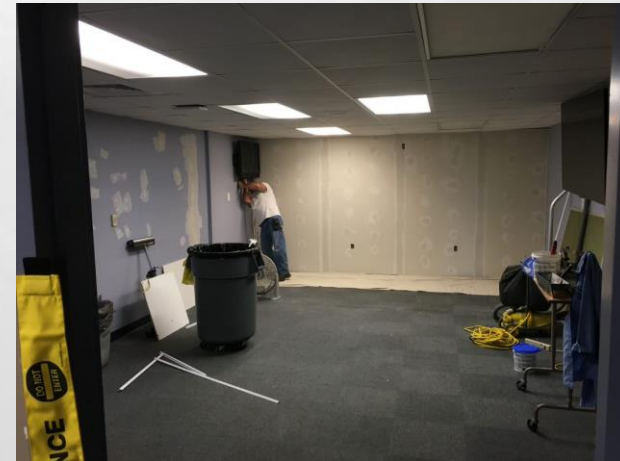
SUPPORTING THE BOLD PLAN

- **FACILITATE TRANSITION SCHOOL MOVES**
- **INSTALL TECHNOLOGY WIRING AND EQUIPMENT**
- **RESTRIPE PARKING LOTS AND PROVIDE SIGNAGE**
- **INSPECT STORM AND WASTE SEWERS**
- **MAKE NECESSARY REPAIRS**

DENNIS MOSAIC CAMPUS

HVAC & ENTRANCE/OFFICE & LIBRARY

- **HVAC UPGRADE 1954 ADDITION**
- **NEW CENTRAL OFFICE AND SECURE ENTRY**
- **LIBRARY RELOCATED**
- **NEW LEARNING SPACE IN OLD OFFICE**



SECURE ENTRY PROJECTS

- **DIRECTS VISITORS TO MAIN OFFICE**
- **IMPROVES BUILDING SECURITY AND STUDENT SAFETY**
- **FACILITATES EMERGENCY OPERATION PLAN**



**AMERICAN DREAMERS STEM
ACADEMY**



**PERSHING EARLY LEARNING
CENTER**

ROOF REPAIRS

- **MACON/PIATT**
- **HARRIS**
- **MONTESSORI**



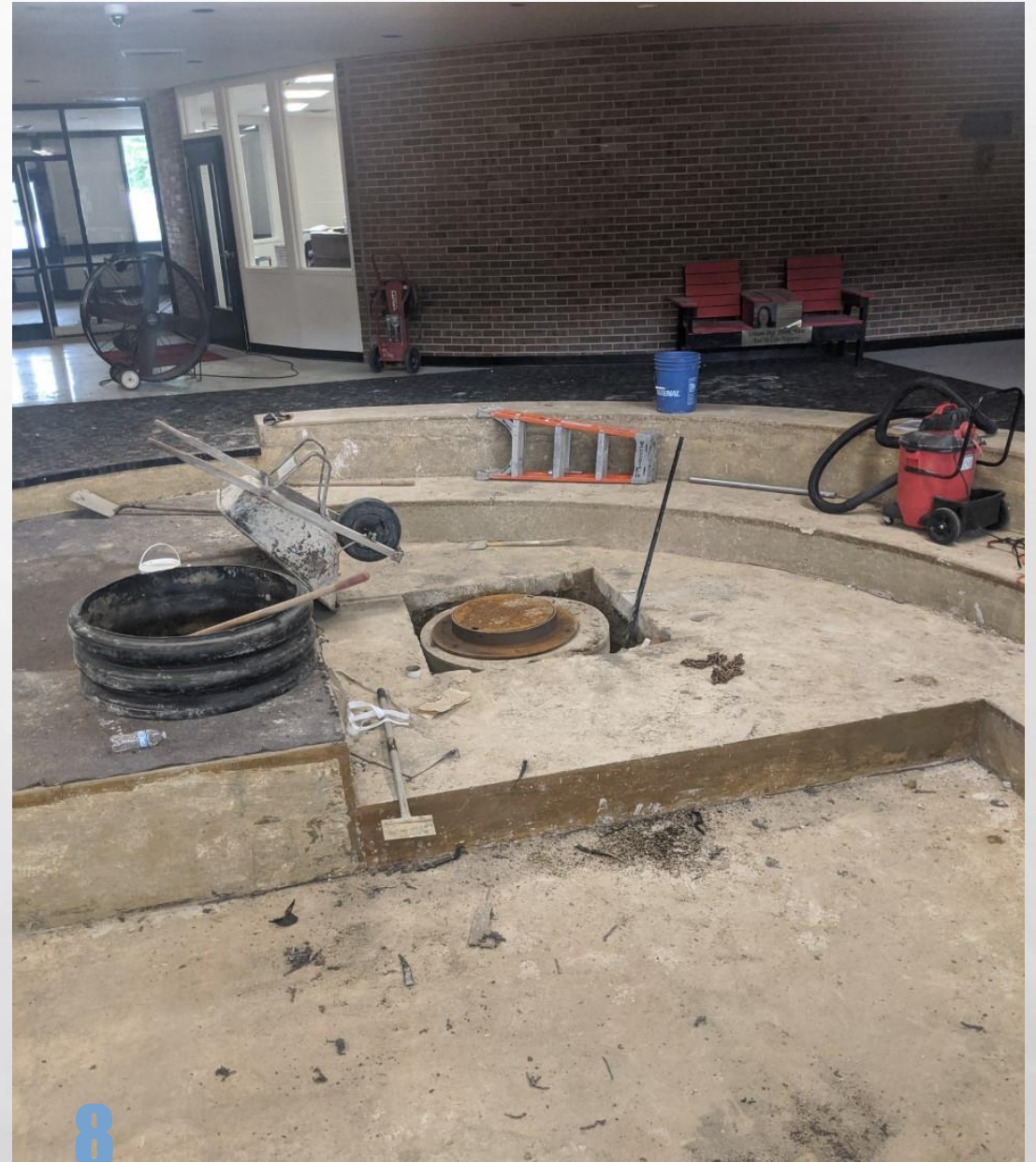
RELOCATE DURFEE PLAYGROUND

- **AMERICAN DREAMERS STEM ACADEMY**
- **FRANKLIN ELEMENTARY**



SDMS NEW FINISHES

- “PIT” LEARNING SPACE SEWER REPAIR
- REFLOOR PIT AREA
- INSTALL LVT IN NORTHWEST CORRIDORS



NEW DENNIS KALEIDOSCOPE LEARNING SPACE

- **DEMO COMPUTER LAB**
- **INSTALL NEW FINISHES**
- **FURNISH AS A REGULAR CLASSROOM**



NEW MONTESSORI PLAYGROUND

- **ACCESSIBLE CONCRETE SIDEWALK PERIMETER**
- **POURED IN PLACE RUBBER SURFACE**
- **MULTIPLE SETS OF SWINGS**





**Decatur
Public
Schools**

Educating for Success

Strategic Plan
Objective #2:
Ensure a student-
focused
environment

BOLD PLAN UPDATE



Mark Ritz – Lead Architect with BLDD

Tim Hickey – Pre-construction Manager with O'Shea Builders

Decatur Public School District #61

May 26, 2020





Montessori Academy for Peace



Montessori Academy for Peace





Montessori Academy for Peace

DPS TJMS

PROJECT OVERVIEW

MON - MON 6/1/20
10/14/19

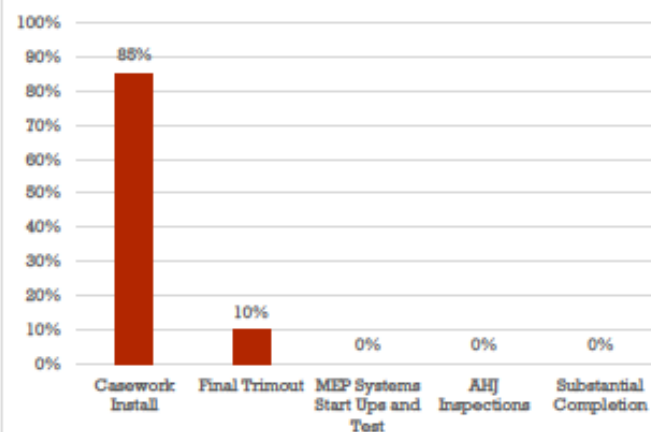
% COMPLETE

90

MILESTONES DUE

Milestones that are coming soon.

Name	Finish
Casework Install	Tue 5/19/20
Final Trimout	Tue 5/26/20
MEP Systems Start Ups and Test	Mon 6/1/20
AHJ Inspections	Fri 5/22/20
Substantial Completion	Tue 5/26/20



2 WEEK LOOKAHEAD

Name	Start	Finish	% Complete
TJ Montessori Construction	Mon 10/14/19	Mon 6/1/20	90%
Interior Renovation	Mon 12/9/19	Tue 5/26/20	96%
Casework Install	Thu 2/20/20	Tue 5/19/20	85%
Final Trimout	Wed 5/20/20	Tue 5/26/20	10%
HVAC Upgrade	Mon 10/14/19	Mon 5/25/20	66%
MEP Systems Start Ups and Test	Mon 5/4/20	Mon 6/1/20	0%
Turn Over Phase	Fri 5/15/20	Tue 5/26/20	0%
AHJ Inspections	Wed 5/20/20	Fri 5/22/20	0%
Substantial Completion	Tue 5/26/20	Tue 5/26/20	0%



South Shores Elementary School

South Shores Elementary PROJECT OVERVIEW

TUE 3/3/20 - FRI 7/31/20



2 WEEK LOOKAHEAD

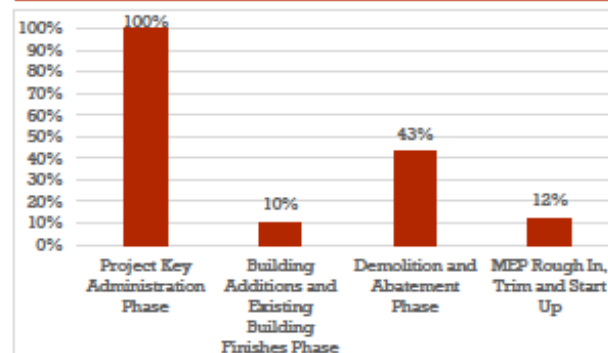
% COMPLETE

28%

MILESTONES DUE

Milestones that are coming soon.

Name	Finish
Procure and Receive Critical MEP Items	Tue 5/26/20
Building Wood/Composite Roof	Fri 5/22/20
Roofing - Dry In	Mon 6/1/20
Masonry	Mon 6/8/20
Interior Partition, In Wall Rough In	Thu 6/11/20
Selective MEP Demolition	Fri 6/12/20
Selective Demolition (Walls, Soffits for MEP)	Fri 6/12/20
Roof Curb and Patching	Tue 6/2/20
Rooftop Gas Line Layout and Install	Fri 6/5/20
Fly and Install RTUs	Thu 6/11/20
Electrical Rough In Existing Building	Mon 6/15/20



Name	Start	Finish	% Complete
Project Key Administration Phase	Tue 3/3/20	Tue 5/26/20	100%
Procure and Receive Critical MEP Items	Tue 4/7/20	Tue 5/26/20	100%
Building Additions and Existing Building Finishes Phase	Mon 4/27/20	Thu 7/23/20	10%
Building Wood/Composite Roof	Tue 5/19/20	Fri 5/22/20	0%
Roofing - Dry In	Tue 5/26/20	Mon 6/1/20	0%
Masonry	Tue 5/26/20	Mon 6/8/20	0%
Interior Partition, In Wall Rough In	Thu 5/21/20	Thu 6/11/20	0%
Demolition and Abatement Phase	Mon 4/6/20	Fri 6/12/20	43%
Selective MEP Demolition	Mon 6/1/20	Fri 6/12/20	0%
Selective Demolition (Walls, Soffits for MEP)	Mon 6/1/20	Fri 6/12/20	0%
MEP Rough In, Trim and Start Up	Mon 5/4/20	Fri 7/31/20	12%
Roof Curb and Patching	Tue 5/5/20	Tue 6/2/20	50%
Rooftop Gas Line Layout and Install	Fri 5/15/20	Fri 6/5/20	75%
Fly and Install RTUs	Fri 5/29/20	Thu 6/11/20	0%
Electrical Rough In Existing Building	Tue 5/26/20	Mon 6/15/20	10%



Johns Hill School



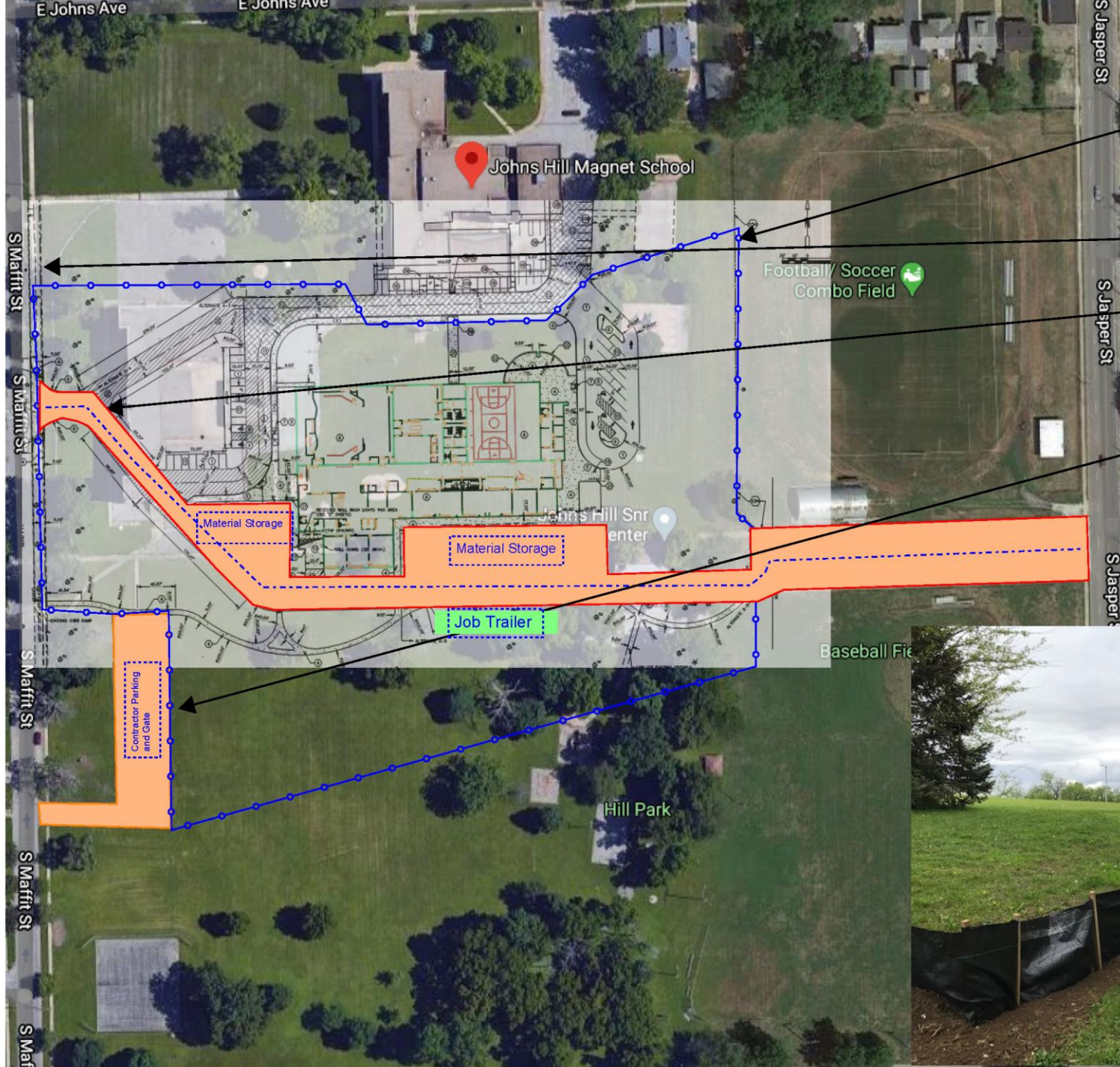


Notes

1. Existing Conditions at DPS -
Johns Hill 1025 E. Johns Ave.
Decatur, IL. 62521



DPS - Johns Hill Logistics
Plan



- Notes
1. Construction fencing using new and existing fencing.
 2. Deliveries to use Maifit street entrance, with storage area to the west of the new school.
 3. Contractor Parking to be limited to designated areas. Contractor parking will also be utilized as primary staging area.
 4. Construction road for delivery.



John's Hill School

2- Week Look Ahead

WED 2/5/20 - TUE 6/29/21



% COMPLETE

4%

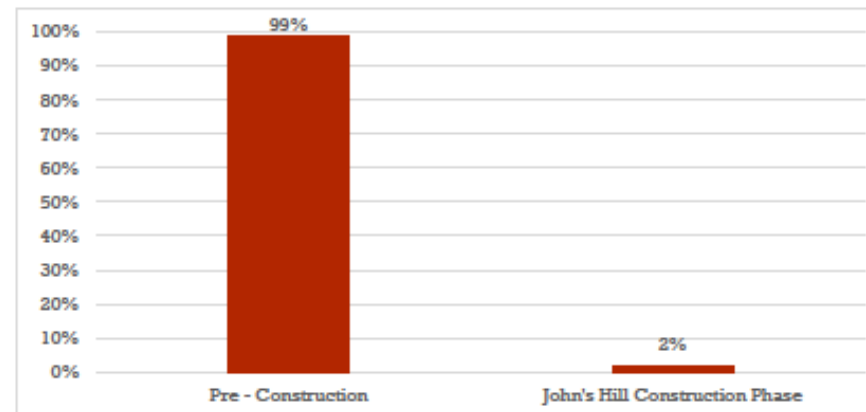
MILESTONES DUE

Milestones that are coming soon.

Name	Finish
Elevator, MEP Embed Delivery to MPC	Mon 6/29/20
Permanent Power Feed Ready to Mechanical Equipment	Sat 4/17/21

% COMPLETE

Status for all top-level tasks. To see the status for subtasks, click on the chart and update the outline level in the Field List.



IN PROGRESS TASKS

- Status: Complete
- Status: On Schedule

Name	Start	Finish	% Complete	Baseline Estimated Finish
Subcontract Award	Wed 5/13/20	Tue 5/19/20	90%	NA
Early Re-Location Submittal and Review(Site Improvement,Electric)	Mon 5/18/20	Fri 5/29/20	50%	NA
Electrical, Temp. Control, Pre Cast Embed Submittal	Fri 5/15/20	Thu 6/11/20	50%	NA
Site, Civil, Concrete Submittals and Review	Mon 5/25/20	Fri 6/12/20	25%	NA
Pre Cast Shop Drawings - Early Review Set (Coordination)	Tue 3/10/20	Mon 4/6/20	25%	NA
Pre Cast Shop Drawing Review and Coordination	Tue 4/7/20	Mon 4/27/20	25%	NA
Site Utility Locates and Potholing	Wed 5/20/20	Thu 5/28/20	10%	NA
Phase 1 Electrical Relocates	Tue 5/26/20	Wed 6/3/20	5%	NA

Decatur Public Schools
Project Schedule
5/26/2020

Board of Education Mtgs	Montessori School	South Shores Elementary School	Johns Hill School	Franklin, Muffley, Parsons . . .and Enterprise Schools
February 11, 2020	Construction Progress Report on Montessori	bid opening February 13	present exterior finishes for approval	Franklin, Muffley, Parsons DO presentation for approval <i>acknowledge Enterprise school added</i>
February 25, 2020		request approval to award South Shores bids		
March 3, 2020				request approval to bid Franklin, Muffley, Parsons
March 24, 2020			bid opening March 26	
April 14, 2020	Construction Progress Report on Montessori	Construction Progress Report on South Shores	request approval to award Johns Hill bids	bid openings April 16-May 7
April 28, 2020				
May 12, 2020				request approval to award Franklin, Muffley & Parsons bids
May 26, 2020	Final Progress Report on Montessori	Construction Progress Report on South Shores	Construction Progress Report on Johns Hill	present concept design for Enterprise
June 2020				
July 2020		Construction Progress Report on South Shores	Construction Progress Report on Johns Hill	Construction Progress Report on Franklin & Parsons
Construction schedule:	Oct 15, 2019-May 26, 2020	Mar 2, 2020-Aug 1, 2020	April 22, 2020-July 1, 2021	F: May 28, 2020-Mar 12, 2021 P: May 28, 2020-Mar 12, 2021 M: July 13, 2020-Aug 4, 2021 E: summer 2021

CANTRELL ST



GREEN MEADOW DR





Montessori Academy for Peace



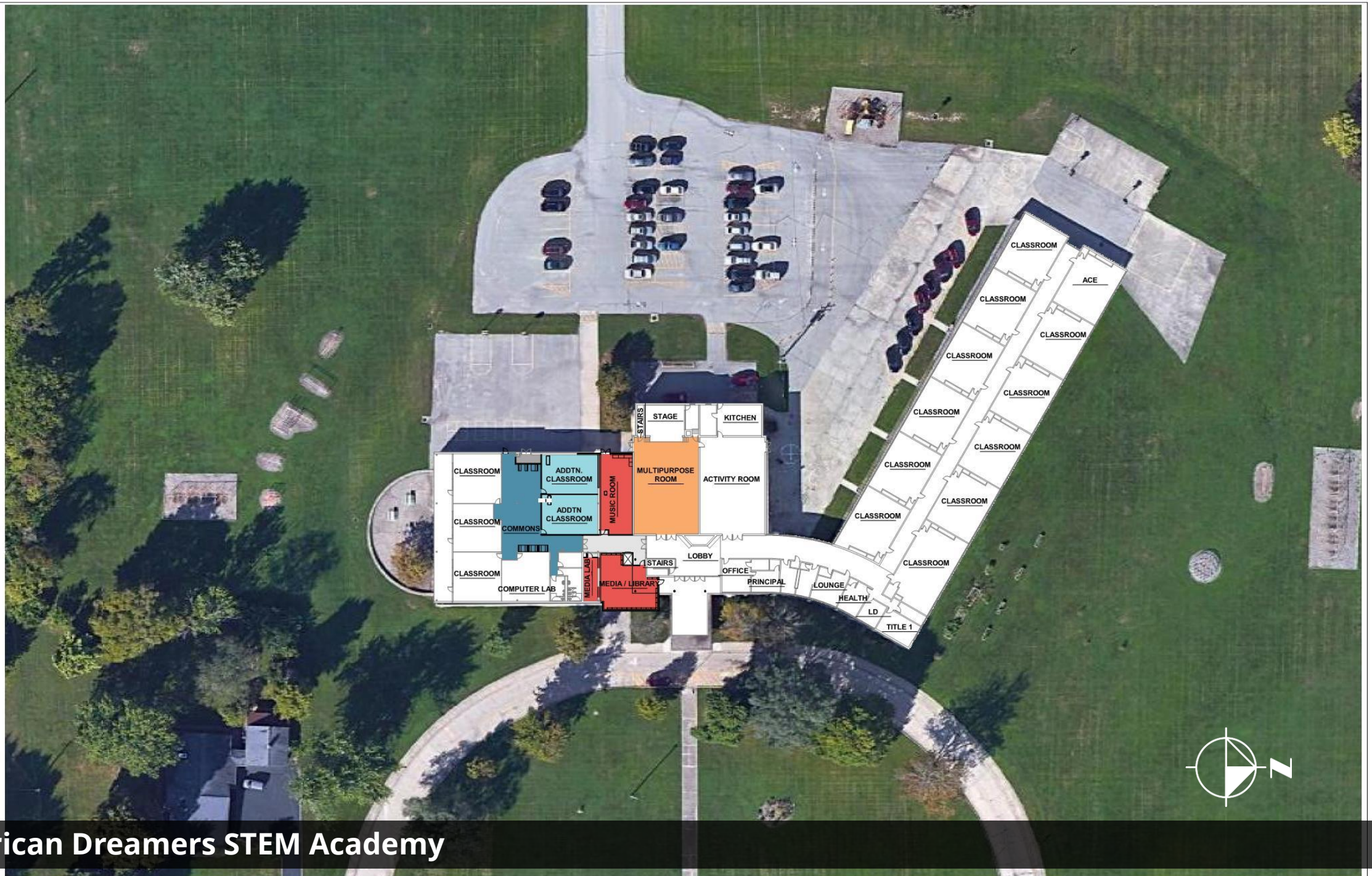
Montessori Academy for Peace



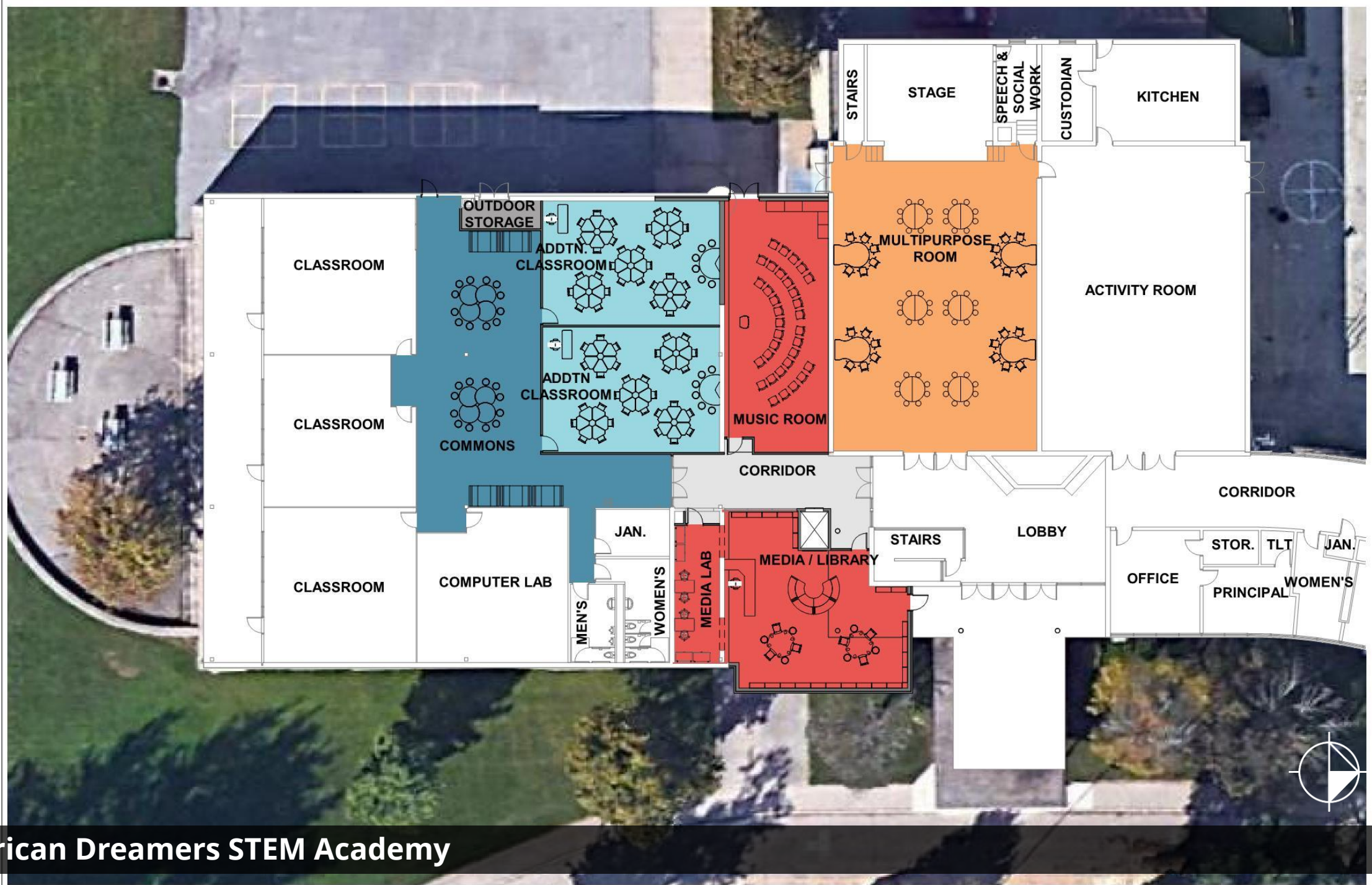
Montessori Academy for Peace



Montessori Academy for Peace



American Dreamers STEM Academy



Decatur Public School District #61

May 26, 2020

thank you!





STRATEGIC PLAN UPDATE

QUARTERLY UPDATE

WHAT'S THE PURPOSE OF THE STRATEGIC PLAN?

It's a designed intervention to launch our district from its current state to our desired state of being.

It will help shift our district to become strategic thinkers and embrace a strategic mindset to help us understand the plan and make it happen.

The Strategic Plan focuses on identifying gaps in our system, not just normal operations.

It will help us think futuristically without precedents.



WHAT'S NEW WITH THE STRATEGIC PLAN?

NEW ROLE TO SUPPORT THE STRATEGIC PLAN

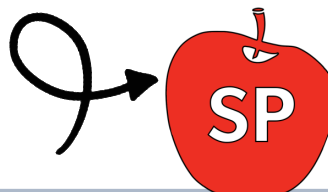
Ashley Grayned, Executive Director of Innovative Programs and Strategic Planning

- Focused on managing all aspects of the Strategic Plan implementation, vertical alignment, and infusing the plan district-wide

INTRODUCING: STRATEGIC PLAN ANNUAL PRIORITIES

- Replaces Balanced Scorecard
- New name uses common language to reinforce the importance of the Strategic Plan in guiding all priorities and decision-making

NEW LOGO FOR STRATEGIC PLAN BRANDING



STRATEGIC ABANDONMENT

GOAL = Create a system that transforms itself to be more viable and sustainable for long-term student success

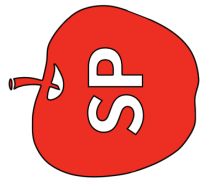
- Identify processes that are obsolete and/or ineffective
- Discontinue or transform those processes and systems

Participants who gave input:

- Central Office
- Building administration

Findings will be reported in Fall 2020 and shared publicly





2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

STRATEGY #1 STUDENT EXPERIENCE	STRATEGY #2 STUDENT ENVIRONMENTS	STRATEGY #3 WHOLE STUDENT	STRATEGY #4 STAFF	STRATEGY #5 COMMUNITY
<i>Ensure unique, innovative learning experiences for all students</i>	<i>Ensure a student-focused environment that expands learning beyond the traditional expectations to engage students</i>	<i>Establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential</i>	<i>Attract and retain talented and invested staff by ensuring they feel valued & supported</i>	<i>Create and foster mutually beneficial relationships throughout the community</i>
2019-20 STRATEGIC PLAN ANNUAL PRIORITIES				
PRIORITY 1	PRIORITY 1	PRIORITY 1	PRIORITY 1	PRIORITY 1
<ul style="list-style-type: none">Implement intentional learning experiences that develop each student's core academics, personal strengths, and individual interests, with an emphasis on Fine Arts as well as development of an Associate's Degree upon graduation program	<ul style="list-style-type: none">Deliver successful transition of building consolidations	<ul style="list-style-type: none">Increase resources for students with identified physical, social/ emotional, and mental health needs through innovative collaborations with community partners	<ul style="list-style-type: none">Implement the Principal Leadership Institute for all current principals	<ul style="list-style-type: none">Ensure advocacy for the District's priorities at City, County, State and Federal levels
	PRIORITY 2		PRIORITY 2	PRIORITY 2
	<ul style="list-style-type: none">Actively involve community in development of new school boundariesFacilitate community input for the revamp of magnet processImplement and monitor BOLD Facility Funding PlanDevelop a comprehensive multi-year Facility Plan		<ul style="list-style-type: none">Establish a strong and consistent mentoring program for all first- and second-year staff that includes non-district resources for supportExpand and refine a districtwide employee recognition program including customer care initiatives	<ul style="list-style-type: none">Promote the value of DPS to increase market share
	PRIORITY 3		PRIORITY 3	PRIORITY 3
	<ul style="list-style-type: none">Facilitate community input for consideration of a move to one high school structureDevelop Master Plan to enhance athletic facilities district-wide		<ul style="list-style-type: none">Refine and expand the Aspiring Leadership Institute to include all district employee groups	<ul style="list-style-type: none">Develop and implement a shop local program to infuse dollars into local economyPursue new and alternative revenue streams that support the work of the district

STRATEGY #1 STUDENT EXPERIENCE

Ensure unique, innovative learning experiences for all students

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Implement intentional learning experiences that develop each student's core academics, personal strengths, and individual interests, with an emphasis on Fine Arts as well as development of an Associate's Degree upon graduation program

STRATEGY #1: Progress to Date



Emphasis on Fine Arts

- Arts Education Specialists hired Jan. 2020 = Marie Jagger-Taylor
- One-year comprehensive plan specific to each building's fine art needs developed and reviewed May 2020
- Developing metrics to track success of Fine Arts program goals, including tracking increase in arts enrollment district-wide



Associate's Degree Program

- Developed The PREP Academy Associate's Degree Program, in partnership with Richland Community College
- Unique opportunity to jumpstart college education, only offered to DPS students
- Will provide DPS students FREE access to earn H.S. diploma + Associate's Degree in four years during high school
- Set to launch Fall 2021 for current 8th grade students, pending DEA approval



On Track



In Progress



On Hold



STRATEGY #2
STUDENT
ENVIRONMENTS

Ensure a student-focused environment that expands learning beyond the traditional expectations to engage students

2019-20 STRATEGIC PLAN
ANNUAL PRIORITIES

PRIORITY 1

- Deliver successful transition of building consolidations

PRIORITY 2

- Actively involve community in development of new school boundaries
- Facilitate community input for the revamp of magnet process
- Implement and monitor BOLD Facility Funding Plan
- Develop a comprehensive multi-year Facility Plan

PRIORITY 3

- Facilitate community input for consideration of a move to one high school structure
- Develop Master Plan to enhance athletic facilities district-wide

STRATEGY #2: Progress to Date (page 1)



Building Consolidations

- Construction projects on track for start of SY2020-21
 - Montessori Academy for Peace: substantial completion date remains May 26; library has been moved, teachers are packing classrooms for move
 - South Shores: HVAC upgrade and construction started April 27
 - Dennis Dual Campus: on track for building moves to begin early June
 - American Dreamers STEM Academy: on track for building move in early June



New School Boundaries

- Committee's recommendation accepted by BOE on Jan. 14, 2020

Magnet Process Revamp

- Received community input on reworking process = new process implemented
- Community feedback overwhelmingly positive during Application Sessions
- Magnet Lottery complete; as of first week of May, all families of accepted students had been notified



BOLD Facility Funding Plan

- Issued 2020A/B bonds; approx. \$32 million H/LS bond associated with the decommissioning of Durfee and Johns Hill
- Arbitrage account established at PMA
- Documents submitted to Macon County May 15



On Track



In Progress



On Hold



STRATEGY #2 STUDENT ENVIRONMENTS

Ensure a student-focused environment that expands learning beyond the traditional expectations to engage students

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Deliver successful transition of building consolidations

PRIORITY 2

- Actively involve community in development of new school boundaries
- Facilitate community input for the revamp of magnet process
- Implement and monitor BOLD Facility Funding Plan
- Develop a comprehensive multi-year Facility Plan

PRIORITY 3

- Facilitate community input for consideration of a move to one high school structure
- Develop Master Plan to enhance athletic facilities district-wide

STRATEGY #2: Progress to Date (page 2)



Multi-Year Facility Plan

- Using Smartsheet to track projects: district staff have received trainings since February to input and track details of current facility projects
- Smartsheet information will carry over from one year to the next so we can continually monitor and address facility project details
- Board Leadership received information from real estate viewpoint about the value of the District's building inventory in the current market



Community Input on One High School Structure

- Moved from Priority 2 to Priority 3 tier on October 10, 2019
- Chief Communications Officer recommends waiting to survey community for input after we deliver successful transition of current building moves and mergers



Athletic Facilities Master Plan

- As stated in previous bullet, input on one high school structure is on hold, which directly affects the future athletic facilities master plan
- High School Athletic Directors and Principals have ongoing conversations about maximizing use of current athletic facilities



On Track



In Progress



On Hold



STRATEGY #3 WHOLE STUDENT

Establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Increase resources for students with identified physical, social/ emotional, and mental health needs through innovative collaborations with community partners

STRATEGY #3: Progress to Date



Increase Resources for Students

- Mobile Health Clinic offered in partnership with Crossing Healthcare
- Services offered include:
 - Physicals, vaccinations, health screenings, and treatment of minor illnesses and injuries
 - Health education and promotion, nutrition counseling, and behavioral health counseling
 - Dental services starting in April 2020



Social/Emotional Supports

- As of end of 2nd Semester, Student Interventionists have been involved with 70+ students in problem solving, classroom observations, and/or direct support
- Various SEL programs piloted at schools across the District in the 2019-20 school year, including CASEL SEL Cohort and 7 Mindsets curriculum, with the idea that a single program would be chosen to launch district-wide for 2020-21
- Shortening of the school year didn't allow for full vetting of the different SEL curricula; therefore, Students Services is developing criteria to choose a consistent SEL curriculum so students with higher mobility rates have a consistent program when they move schools



On Track



In Progress



On Hold



STRATEGY #4 STAFF

Attract and retain talented and invested staff by ensuring they feel valued & supported

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Implement the Principal Leadership Institute for all current principals

PRIORITY 2

- Establish a strong and consistent mentoring program for all first- and second-year staff that includes non-district resources for support
- Expand and refine a districtwide employee recognition program including customer care initiatives

PRIORITY 3

- Refine and expand the Aspiring Leadership Institute to include all district employee groups

STRATEGY #4: Progress to Date



Principal Leadership Institute

- UIC Principal Leadership Institute started in Sept. 2019 = monthly meetings with DLT and all principals to create district-wide capacity to understand and implement a culture of continuous improvement
- Meetings continued via Zoom in March, April, May during COVID-19 crisis
- Feedback collected, will be used to showcase partnership



Mentoring for First- and Second-Year Staff

- BOE approved Educator & Mentoring Novice Teacher Support position on May 12
- New Educator End of Year Survey being developed to determine what new teachers need and what will encourage them to stay with DPS



Customer CARE

- Monthly nominations – December: 42; January: 8; February: 19
- Buildings/locations with highest participation: Garfield, Buildings and Grounds, French, MHS, Dennis
- Background work in progress to expand CARE program so that both internal and external stakeholders can take part in nominations



Aspiring Leadership Institute

- On hold pending shared collaboration with essential stakeholders



On Track



In Progress



On Hold



STRATEGY #5 COMMUNITY

*Create and foster mutually
beneficial relationships throughout
the community*

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Ensure advocacy for the District's priorities at City, County, State and Federal levels

PRIORITY 2

- Promote the value of DPS to increase market share

PRIORITY 3

- Develop and implement a shop local program to infuse dollars into local economy
- Pursue new and alternative revenue streams that support the work of the district

STRATEGY #5: Progress to Date (page 1)



Advocacy for District Priorities

- Dr. Fregeau is now ex-officio member of Economic Development Corp. (EDC)
- Dr. Fregeau communicated with Sen. Manar on guidelines for closing schools; that input was incorporated into ISBE guidance during COVID-19 crisis
- Dr. Fregeau conferenced with Rep. Scherer regarding CARES Act funding, established during COVID-19 crisis
- Ongoing communication to create inter-governmental agreements



Promote Value to Increase Market Share

- Open District Days: hosted school tours in January and February for interested recruits, realtors, and community members (on hold during COVID-19 crisis)
- DPS in 61 Seconds: weekly video series highlighting good news throughout DPS



Shop Local Program

- Development in progress to create database of DPS family-owned businesses that will be listed as "shop local providers" for District business
- Google form created and publicized for businesses to submit their information for inclusion in the "Love for Local" business directory
- As of May 20, 12 businesses have submitted information; database has been created and populated, needs BOE review before posting to DPS website



On Track



In Progress



On Hold



STRATEGY #5 COMMUNITY

*Create and foster mutually
beneficial relationships throughout
the community*

2019-20 STRATEGIC PLAN ANNUAL PRIORITIES

PRIORITY 1

- Ensure advocacy for the District's priorities at City, County, State and Federal levels

PRIORITY 2

- Promote the value of DPS to increase market share

PRIORITY 3

- Develop and implement a shop local program to infuse dollars into local economy
- Pursue new and alternative revenue streams that support the work of the district

STRATEGY #5: Progress to Date (page 2)



New and Alternative Revenue Streams

- District anticipates receiving \$4.9 million from CARES Act funding, established during COVID-19 crisis
- Developed various Health Life Safety Amendments that authorize HLS funds to be used in conjunction with BOLD facility projects
- Consistently seek grant funding opportunities, such as \$22,000 grant for Montessori project and School Support Services Grant for Stevenson and Oak Grove to pay for Learning Partners
- Ongoing collaboration with private funding sources, including DPS Foundation, The Community Foundation, Howard G. Buffett Foundation, and many more
- Ongoing collaboration with corporate sponsors, such as Caterpillar, Ameren, ADM, and many more



On Track



In Progress



On Hold






STRATEGIC PLAN METRICS

Based on winter data

3RD GRADE READING

49%  13% from 2018-19 school year

STUDENT GROWTH

K-2 Reading  7% from 2018-19
3-8 Reading  12% from 2018-19
3-8 Math  22% from 2018-19

GRADUATION RATE

79% Predicted rate for Class of 2020

MARKET SHARE

55% of students in Macon County attend a DPS school



WHAT'S NEXT WITH THE STRATEGIC PLAN?

- State of DPS: Postponed to Fall 2020
 - Unveiling of Strategic Plan portfolio
- Mutual Commitments & Expectations Virtual Workshop with EC and Dr. Lindsey Gunn: May 28 & 29
- Board Retreat with Focus on Strategic Plan Review & Annual Priority Setting: June





QUESTIONS?

STRATEGIC PLAN QUARTERLY UPDATE

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

DATE/TIME: May 12, 2020

4:00 PM

LOCATION: Keil Administration Building
1st Floor Board Room and Via Audio/Zoom

PRESENT: Beth Nolan, President (audio) Courtney Carson, Vice President (audio)
Kendall Briscoe (audio) Beth Creighton (audio)
Regan Lewis (audio) Dan Oakes (audio)
Andrew Taylor (audio)

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

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

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>ACTION</u>
Call for Closed Executive Session	President Nolan called the meeting to order and moved into Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and collective negotiating matters between the Board and representatives of its employees, seconded by Mrs. Creighton. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Lewis, Carson, Briscoe, Creighton, Oakes, Taylor, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Board moved to Closed Executive Session at 4:00 PM.
Return to Open Session	President Nolan motioned to return to Open Session, seconded by Vice President Carson. All were in favor.	Returned to Open Session at 5:38 PM.
Open Session Continued	President Nolan noted that the Board of Education had been in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and collective negotiating matters between the Board and representatives of its employees. No action was taken during Closed Executive Session.	Information only.
Pledge of Allegiance	President Nolan led the Pledge of Allegiance. For the record, the following Board Members participated via audio/zoom: President Beth Nolan, Vice President Courtney Carson and Board Members Kendall Briscoe, Beth Creighton, Regan Lewis, Dan Oakes and Andrew Taylor.	Information only.
Approval of Agenda, May 12, 2020	Superintendent Fregeau recommended the Board approve the May 12, 2020 Open Session Board Meeting agenda as presented. Mr. Oakes moved to approve the recommendation, seconded by Mrs. Briscoe. All were in favor.	Agenda was approved as presented.

TOPIC	DISCUSSION	ACTION
Board and/or Committee Reports/Discussion	President Nolan noted that the Board of Education was planning to recognize the four (4) outgoing 2019-2020 Student Ambassadors and introduce the new four (4) incoming 2020-2021 Student Ambassadors. Mrs. Lewis and Mr. Taylor noted that they will miss the outgoing Student Ambassadors and noted that the incoming Student Ambassadors were eager and excited to get started.	Information only.
	President Nolan noted that previously there was a discussion regarding relaxing the graduation requirements due to the current situation (COVID-19) regarding the 2019-2020 school year. Superintendent Fregeau read the following statement and asked for a consensus from the Board of Education:	
	<i>The administration recognizes the need to provide flexibility and understanding to students in the class of 2020, therefore, we are asking for consensus from the Board that <u>All</u> local requirements that exceed State requirements are <u>waived</u> as well as the community service requirement for the Class of 2020 resulting in Seniors in the class of 2020 needing 20 credit hours to graduate.</i>	
	The consensus from the Board of Education was for Administration to proceed as recommended.	Consensus granted.
Supt's Report Recruitment, Retention and Staffing Update	Jey Owens, Recruitment and Retention Specialist, presented a Recruitment and Retention Update (see attached).	Information only.
	Mr. Taylor asked what the most vulnerable point for new hires was. Ms. Owens replied that the turnover rate was still within the first three (3) years; most of the teachers resign due to lack in the community and/or they want to be closer to family. There was information collected.	
	Mrs. Lewis asked if an employee was in the Golden Apple Accelerated Scholars Program, how we could support them financially; the scholarship helps with tuition and other expenses. Ms. Owens replied that she would be happy to submit a proposal.	
	Vice President Carson noted that we pay in certain areas of recruiting. Ms. Owens replied that the District had been successful in recruitment in those areas and we do go outside of that area; research stated that the majority of teachers work 35 to 45 miles outside of their hometowns. The District has moved outside of those areas for more diversity.	
	Mrs. Briscoe asked if there was some tracking information regarding the community students who have gone to college and graduated with a teaching certification. Ms. Owens replied yes and that it was tracked at the high school level through the counselors, but we could improve.	
	Vice President Carson asked about the recruitment for Hope Academy. Ms. Owens replied that Hope needs its own comprehensive recruitment plan.	

TOPIC	DISCUSSION	ACTION
	She was planning to work with Principal Burks to discuss a vision that would be marketed to draw staff to Hope Academy.	Information only.
	Vice President Carson asked if the vision for recruitment was only based off the Principal's vision. Ms. Owens replied no, but it should be collaborative with the vision of the District too.	
ELA Curriculum Adoption Update	Dr. Josh Peters, Director of Curriculum and Instruction – Secondary, presented an ELA Curriculum Adoption Update (see attached). <ul style="list-style-type: none"> Professional development will be provided in June, July, and again in August for staff members to familiarize themselves with the new resources. This professional development would continue throughout the school year ensuring teachers receive the adequate support necessary to effectively implement these new resources. 	Information only.
First Read: High School Athletic Handbook	Joe Caputo, Athletic Consultant, presented a first read on the High School Athletic Handbook (see attached). The final recommendation will be presented during the May 26, 2020 Board of Education meeting.	Information only.
First Read: School Board Policies	Dr. Todd Covault, Chief Operational Officer, presented a first read on School Board Policies (see attached). The Policies will be recommended for approval during the May 26, 2020 Board of Education meeting.	Information only.
DPS Dept. of Teaching and Learning Staffing Recommendation for 2020-2021 School Year	Jeff Dase, Assistant Superintendent of Teaching and Learning, presented an update on the DPS Department of Teaching and Learning Staffing Recommendation for the 2020-2021 school year (see attached). Mr. Dase provided some background and rationale for the change. He noted that he requested data regarding the why and how on our current approach that was supposed to increase student achievement on the following dates: November 05, 20, 2019, December 16 (twice), 2019, January 17, 23, 30 (twice), 31 (twice), 2020 and February 03, 2020. To this date, he had nothing that supported improvement in the current approach to teaching and learning. The District must work collaboratively. There is a strong need in change for the following reasons: <ul style="list-style-type: none"> PreK has to be the catalyst for change for early childhood education. Oftentimes, grades K-6 were disconnected from grades 7-8. These grades should serve as a building block to high school. The District wants to continue to collaborate with parents in order to raise student achievement. The recommended positions will be filled with candidates that will take teaching and learning to the next level. The District and the students deserve more.	Information only.

TOPIC	DISCUSSION	ACTION
	These recommended positions will not be school-based, but will work directly out of the Professional Development Institute; however, they will work with a portfolio of schools.	
	Mrs. Creighton asked about the Curriculum Coordinators versus the Science Strategists. Mr. Dase replied that the Curriculum Coordinators would be charged with development of the curriculum in those content areas. The Strategist would be charged with providing professional development and instructional strategies for the Social Science Teachers to implement in the classrooms.	
	Mr. Taylor asked if any of these would be District employees. Mr. Dase replied that they all would be District employees not outsiders.	
	Mrs. Briscoe thanked Mr. Dase for the work and noted that not everyone would agree. She stated that she hoped that we had current teachers who were ready for the challenge.	
	Superintendent Fregeau thanked Mr. Dase and Dr. Campbell for their hard work and vision. The focus was that the District wants out students to excel.	
District Athletic Coordinator Contract	For the record, Roll Call Letter B. Employment of a District Athletic Coordinator Contract (up to 135 days) was PULLED from the May 12, 2020 Open Session Board Meeting Agenda.	Information only.
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>Mr. Oakes moved to approve the recommendation, seconded by Mrs. Creighton. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Briscoe, Taylor, Lewis, Carson, Creighton, Nolan, Oakes Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. Personnel Action Items were approved as presented.</p>
Admin/Admin Support Handbook	<p>Superintendent Fregeau recommended the Board approve the Administrative-Administrative Support Handbook as presented.</p> <p>Mrs. Lewis moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Lewis, Oakes, Carson, Briscoe, Nolan, Taylor Nay: None Abstain: Creighton Roll Call Vote: 6 Aye, 0 Nay, 1 Abstain</p>	<p>Motion carried. Admin/Admin Support Handbook was approved as presented.</p>

TOPIC	DISCUSSION	ACTION
FY2020-2021 Wages for Administration	<p>Superintendent Fregeau recommended the Board approve the FY2020-2021 Wages for Administration as presented.</p> <p>Mrs. Lewis moved to approve the recommendation, seconded by Mr. Taylor. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Nolan, Taylor, Briscoe, Carson, Lewis, Oakes Nay: None Abstain: Creighton Roll Call Vote: 6 Aye, 0 Nay, 1 Abstain</p>	Motion carried. FY2020-2021 Wages for Administration were approved as presented.
HMH into Reading for Grades 3-5	<p>Superintendent Fregeau recommended the Board approve the HMH into Reading for Grades 3-5 as presented.</p> <p>Mrs. Creighton moved to approve the recommendation, seconded by Mrs. Lewis. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Carson, Creighton, Taylor, Briscoe, Oakes, Lewis, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Motion carried. HMH into Reading for Grades 3-5 was approved as presented.
HMH into Literature for Grades 6-11	<p>Superintendent Fregeau recommended the Board approve the HMH into Literature for Grades 6-11 as presented.</p> <p>Mr. Oakes moved to approve the recommendation, seconded by Vice President Carson. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Creighton, Taylor, Oakes, Nolan, Lewis, Carson, Briscoe Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Motion carried. HMH into Literature for Grades 6-11 was approved as presented.
HMH into Reading & into Literature for Grades 3-11 Professional Development	<p>Superintendent Fregeau recommended the Board approve the HMH into Reading and into Literature for Grades 3-11 Professional Development as presented.</p> <p>Vice President Carson moved to approve the recommendation, seconded by Mr. Taylor. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Oakes, Nolan, Lewis, Briscoe, Creighton, Taylor, Carson Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Motion carried. HMH into Reading & into Literature for Grades 3-11 Professional Development was approved as presented.
Budget for 2020-2021 Elementary Athletics	<p>Superintendent Fregeau recommended the Board approve the Budget for 2020-2021 Elementary Athletics as presented.</p> <p>Mr. Taylor moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Lewis, Carson, Briscoe, Creighton, Oakes, Taylor, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	Motion carried. Budget for 2020-2021 Elementary Athletics was approved as presented.

TOPIC	DISCUSSION	ACTION
iPad Refresh	<p>Superintendent Fregeau recommended the Board approve the iPad Refresh as presented.</p> <p>Mrs. Creighton moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Briscoe, Creighton, Lewis, Carson, Taylor, Nolan, Oakes Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. iPad Refresh was approved as presented.</p>
iPad Insurance Case Purchase	<p>Superintendent Fregeau recommended the Board approve the iPad Insurance Case Purchase as presented.</p> <p>Mr. Taylor moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Nolan, Briscoe, Lewis, Oakes, Creighton, Taylor, Carson Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. iPad Insurance Case Purchase was approved as presented.</p>
BLDD Amendment to Contract	<p>Superintendent Fregeau recommended the Board approve the BLDD Amendment to Contract as presented.</p> <p>Mrs. Lewis moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Carson, Taylor, Creighton, Briscoe, Oakes, Lewis, Nolan Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. BLDD Amendment to Contract was approved as presented.</p>
O'Shea Builders Amended GMP and Awards for the New Johns Hill	<p>Superintendent Fregeau recommended the Board approve the O'Shea Builders Amended Guaranteed Maximum Price (GMP) and Award Recommendations for the New Johns Hill as presented.</p> <p>Mrs. Lewis moved to approve the recommendation, seconded by Mrs. Briscoe.</p> <p>Vice President Carson noted that he believes a "good faith" effort was not practiced as it related to the Minority Business Enterprises (MBE). There is a problem with the percentage given to minority businesses. This was a shameful disgrace. He thanked his colleagues for reviewing the bids. Some bids went to businesses outside of the State of Illinois. The bids should have gone to the Decatur community first, then the surrounding cities, but ultimately to the State of Illinois. This must be made up with the workers since the mark was missed with the MBE.</p> <p>Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Creighton, Nolan, Taylor, Briscoe, Oakes, Lewis Nay: Carson Roll Call Vote: 6 Aye, 1 Nay, 0 Absent</p>	<p>Motion carried. O'Shea Builders Amended GMP & Awards were approved as presented.</p>

TOPIC	DISCUSSION	ACTION
Bids from O'Shea Builders for Elementary Schools	<p>Superintendent Fregeau recommended the Board approve and accept the Bid Recommendations from O'Shea Builders for Elementary Schools: Franklin, Parsons and Muffley as presented.</p> <p>Mr. Taylor moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Lewis, Creighton, Nolan, Briscoe, Oakes, Taylor Nay: Carson Roll Call Vote: 6 Aye, 1 Nay, 0 Absent</p>	<p>Motion carried.</p> <p>Acceptance of Bids from O'Shea Builders for Elementary Schools were approved as presented.</p>
Consent Items	<p>Superintendent Fregeau recommended the Board approve the Consent Items as presented:</p> <p>A. Minutes: Open/Closed Meetings April 28, 2020 B. Freedom of Information Report C. Bills D. Macon-Piatt Special Education Contract Renewal for Brecht's Database Solutions, Inc. E. Handwriting Materials for Grades K - 4 F. White Glove Service for iPads G. VoIP Classroom Phone Purchase H. Job Descriptions:</p> <ul style="list-style-type: none"> • Teaching and Learning Strategist – English Language Arts (ELA) • Teaching and Learning Strategist – Mathematics • Teaching and Learning Strategist – Science • Teaching and Learning Strategist – Social Science • Teaching and Learning Strategist Coordinator • Interventionist • Instructional Technology Strategist • English Language Learner (ELL) Coordinator • Social Emotional Learning (SEL) & Equity Coordinator • Educator Mentoring and Novice Teacher Support Coordinator <p>I. Updates to Existing Job Description:</p> <ul style="list-style-type: none"> • Drop Out Prevention Coordinator <p>Mrs. Lewis moved to approve the recommendation, seconded by Mr. Taylor. Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Taylor, Lewis, Oakes, Creighton, Carson, Nolan, Briscoe Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried.</p> <p>Consent Items were approved as presented.</p>
Public Participation	<p>President Nolan noted that during Public Participation, the Board of Education asked for the following:</p> <ul style="list-style-type: none"> • Any public comments <u>received</u> will be read during this time. • Public read comments will be limited to 3 minutes. 	<p>Information only.</p>

TOPIC	DISCUSSION	ACTION
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For our listening audience, please note that during any Board of Education meeting and public participation, Board Members do NOT respond and/or comment to public comments. Furthermore, the Board refrains from referring to specific students or staff members by name, and requests that public commenters refrain from doing so as well.

Mr. Tony Wilkins, President of the MetroDecatur Black Chamber of Commerce, public comment was submitted and read to the Board of Education. Mr. Wilkins noted that they had a concern with how DPS61 Policy 4:61 Business and Workforce Minority Participation was being enacted with regards to contracting. They felt as if Minorities had been disproportionately affected with higher rates of unemployment, lower wages, higher incarceration rates, higher mortality rates with COVID 19 and almost any other negative category you name. They asked for a new direction to be considered for minorities by enforcing the current policy.

Kristina Sommer, Instructional Specialist at Hope Academy, public comment was submitted and read to the Board of Education. Ms. Sommer noted that the work of an Instructional Specialist was being questioned and the needs of students vary. The multiple new job descriptions in this packet were similar to the work of the current Instructional Specialists. The Specialist were led to believe the current positions were being eliminated to fill the void in the vacant classrooms, but more positions are required under the new plan.

Krystina Pettitt, President of the Decatur Education Association, public comment was submitted and read to the Board of Education. Mrs. Pettitt and her team asked questions about the proposed new job descriptions, with little to no answers. The restructure will remove well trained and mentor teachers from the classrooms and buildings where they were needed the most. The District continues to widen the gap as far as vacancies were concerned.

Announcements The Board of Education sends condolences to the families of:

Information only.

Michael McLaughlin, who passed away Thursday, April 23, 2020. Coach Mac, a retiree from Decatur Public Schools, taught at Stephen Decatur High School and MacArthur High School. He was also a Football and Head Wrestling Coach.

Eric Briceno, who passed away Wednesday, April 29, 2020. Eric was a Graduate of the Class of 2019 from MacArthur High School and the nephew of Sergio Reyna, Eisenhower High School Assistant Principal.

Johnny Chew, who passed away Saturday, May 02, 2020. Mr. Chew was the uncle of Henry Walker, Director of Operations.

Daniel Evans, who passed away Saturday, May 02, 2020. Mr. Evans was the son-in-law to Nancy Lohstorfer, Retired Special Education Teacher from Muffley Elementary School.

____ TOPIC _____	____ DISCUSSION _____	____ ACTION _____
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Brenda Eisel, who passed away Sunday, May 03, 2020. Mrs. Eisel was the mother-in-law of Ken Rufener, Eisenhower High School Assistant Principal.

Judith Jordan, who passed away Wednesday, May 06, 2020. Mrs. Jordan was the mother of Dr. Judith Campbell, P-12 Director of Teaching and Learning.

James T. Sykes, who passed away Thursday, May 07, 2020. Mr. Sykes was the father of Neola K. Briggs, Principal Secretary at Stephen Decatur Middle School.

Important Dates

IMPORTANT DATES

Information
only.

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, May 26, 2020 in the 1st Floor Board Room at the Keil Administration Building.

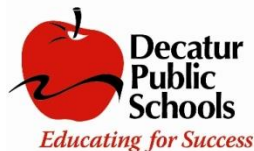
Adjournment

President Nolan asked for a motion to adjourn the Open Session Meeting. Mrs. Creighton motioned, seconded by Mr. Taylor. All were in favor.

Board
adjourned at
8:11 PM.

Beth Nolan, President

Melissa Bradford, Board Secretary



Board of Education Decatur Public School District 61

Date: May 26, 2020	Subject: Monthly Financial Conditions Report
Initiated By: Todd Covault, 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 April, the tenth month of FY20, the Macon-Piatt Special Education District has expended 75.03% of its overall budget; Decatur 61 has expended 66.43% of its overall budget.

As of May 20, 2020 the State Comptroller is holding FY20 ISBE vouchers in the amount of \$1,919,014 of which \$752,077 is associated with the Early Childhood Block Grant and \$991,042 is associated with Transportation.

The District's April 2020 month-end education fund balance is \$25,684,717; the April 2019 month-end education fund balance was \$24,433,435.

FINANCIAL CONSIDERATIONS:

n/a

STAFF RECOMMENDATION:

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

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

2019-2020 Decatur Public S.D. #61
Fund Balance Summary - April 30, 2020

<u>Fund</u>	<u>Fund Balance 07/01/19</u>	<u>Revenues To Date</u>	<u>Expenditures To Date</u>	<u>Net Cash Flow</u>	<u>Change in Fund Balance</u>	<u>Balance 04/30/20</u>	<u>Estimated Balance 06/30/20</u>
DISTRICT # 61							
Education	\$14,374,483	\$81,915,025	\$70,604,791	\$11,310,234	\$0	\$25,684,717	\$ 7,852,472
Operation & Maintenance	\$1,290,846	\$4,440,042	\$5,003,943	(\$563,901)	\$0	\$726,945	\$ 2,118,280
Debt Service	\$1,767,936	\$7,738,267	\$6,193,057	\$1,545,210	\$0	\$3,313,146	\$ 1,484,183
Transportation	\$2,017,100	\$3,361,995	\$4,586,551	(\$1,224,556)	\$0	\$792,544	\$ 2,836,093
IMRF	\$1,585,068	\$1,654,917	\$1,763,547	(\$108,630)	\$0	\$1,476,438	\$ 1,084,513
Social Security/Medicare	\$1,146,726	\$2,449,645	\$1,623,272	\$826,373	\$0	\$1,973,099	\$ 773,749
Capital Projects Fund	\$2,898,672	\$9,835,982	\$7,813,963	\$2,022,019	\$0	\$4,920,691	\$ 2,066,035
Working Cash	\$4,841,191	\$10,079,787	\$9,714,846	\$364,941	\$0	\$5,206,132	\$ 4,766,244
Tort Immunity/Judgment	\$2,464,674	\$2,961,617	\$1,333,848	\$1,627,769	(\$381,265)	\$3,711,178	\$ 1,941,337
Fire Prevention/Safety	\$3,631,827	\$379,191	\$1,162,514	(\$783,323)	\$0	\$2,848,504	\$ 1,097,183
<i>Totals District 61</i>	\$36,018,523	\$124,816,468	\$109,800,332	\$15,016,136	(\$381,265)	\$50,653,394	\$26,020,089
Macon-Piatt Special Ed District	\$4,010,874	\$15,133,097	\$13,341,368	\$1,791,729	\$0	\$5,802,603	\$ 3,875,617

Macon-Piatt Special Education District
Report Date: April 2020
Financial Condition as of April 30, 2020

Percent of year passed: 83%

Revenues	Adopted Budget	Actual Y-T-D	Percent Received/Used
12 Education	17,781,788	15,133,097	85.10%
22 Operation & Maintenance	-	-	0.00%
42 Transportation	-	-	0.00%
52 IMRF	-	-	0.00%
Total Revenues	<u>17,781,788</u>	<u>15,133,097</u>	<u>85.10%</u>

Expenditures

12 Education	16,315,831	12,333,753	75.59%
22 Operation & Maintenance	358,470	174,860	48.78%
42 Transportation	25,750	5,073	19.70%
52 IMRF	1,081,737	827,682	76.51%
Total Expenditures	<u>17,781,788</u>	<u>13,341,368</u>	<u>75.03%</u>

Net Cash

Total Revenues	17,781,788	15,133,097	85.10%
Total Expenditures	<u>17,781,788</u>	<u>13,341,368</u>	<u>75.03%</u>
Net Cash	<u>-</u>	<u>1,791,729</u>	

Fund Balances

	Actual
12 Education	<u>5,802,603</u>

Decatur Public School District #61
Report Date: April 2020
Financial Condition as of April 30, 2020

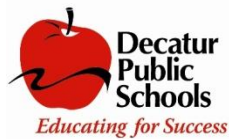
Percent of year passed: 83%

Revenues	Budget	Actual Y-T-D	Percent Received/Used	FY 19 Percent Received/Used As Of 4/30/19
10 Education	95,190,488	81,915,025	86.05%	90.22%
20 Operation & Maintenance	6,149,633	4,440,042	72.20%	59.95%
30 Debt Service	22,213,395	7,738,267	34.84%	93.14%
40 Transportation	5,966,966	3,361,995	56.34%	62.22%
50 IMRF	1,666,229	1,654,917	99.32%	89.99%
51 Social Security	2,454,610	2,449,645	99.80%	100.33%
60 Capital Projects	22,885,000	9,835,982	42.98%	136.36%
70 Working Cash	10,279,905	10,079,787	98.05%	113.61%
80 Tort Immunity/Judgment	2,966,700	2,961,617	99.83%	101.65%
90 Fire Prevention/Safety	12,254,905	379,191	3.09%	109.41%
Total Revenues	182,027,831	124,816,468	68.57%	87.92%

Expenditures				
10 Education	94,412,109	70,604,791	74.78%	72.81%
20 Operation & Maintenance	6,192,065	5,003,943	80.81%	91.35%
30 Debt Service	21,430,000	6,193,057	28.90%	78.20%
40 Transportation	6,645,052	4,586,551	69.02%	64.67%
50 IMRF	2,116,680	1,763,547	83.32%	72.76%
51 Social Security	2,094,834	1,623,272	77.49%	69.67%
60 Capital Projects	10,610,200	7,813,963	73.65%	25.99%
70 Working Cash	9,875,000	9,714,846	98.38%	0.00%
80 Tort Immunity/Judgment	2,372,655	1,333,848	56.22%	44.74%
90 Fire Prevention/Safety	9,531,500	1,162,514	12.20%	1.28%
Total Expenditures	165,280,095	109,800,332	66.43%	70.91%

Net Cash			
Total Revenues	182,027,831	124,816,468	68.57%
Total Expenditures	165,280,095	109,800,332	66.43%
Net Cash	16,747,736	15,016,136	

Fund Balances	Actual
10 Education	25,684,717
20 Operation & Maintenance	726,945
30 Debt Service	3,313,146
40 Transportation	792,544
50 IMRF	1,476,438
51 Social Security	1,973,099
60 Capital Projects	4,920,691
70 Working Cash	5,206,132
80 Tort Immunity/Judgment	3,711,178
90 Fire Prevention/Safety	2,848,504
Total Funds	50,653,394



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Treasurer's Report
Initiated By: Todd Covault, 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 April 30, 2020.

CURRENT CONSIDERATIONS:

N/A

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

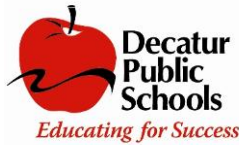
BOARD ACTION: _____

DECATUR PUBLIC SCHOOL DISTRICT #61
TREASURER'S REPORT
APRIL 2020

	Cash/Investments as of 03/31/20	Receipts	Disbursements	Change/Interest	Cash/Investments as of 04/30/20
Education	28,127,512.90	8,966,956.93	9,387,291.55	54,011.12	27,761,189.40
Operations & Maintenance	158,396.39	1,014,429.54	447,688.61	1,007.38	726,144.70
Debt Service	3,129,949.81	373,290.98	190,678.75	582.58	3,313,144.62
Transportation	1,359,908.11	960.00	589,558.00	371.94	771,682.05
IMRF	1,647,206.86	0.02	173,292.42	2,523.07	1,476,437.53
Social Security	2,104,861.16	0.91	135,133.52	3,368.93	1,973,097.48
Capital Projects	5,204,825.11	35,662.16	324,280.97	4,486.19	4,920,692.49
Working Cash	5,197,836.94	0.00	0.00	8,296.25	5,206,133.19
Tort/Judgment Immunity	3,838,325.34	200.00	133,638.83	6,291.95	3,711,178.46
Fire Prevention & Safety	3,175,427.23	0.00	328,950.00	2,025.35	2,848,502.58
Macon-Piatt Special Education	5,641,761.16	1,604,636.76	1,451,429.36	6,784.66	5,801,753.22
Activities	569,926.83	2,722.35	9,930.67	825.15	563,543.66
	60,155,937.84	11,998,859.65	13,171,872.68	90,574.57	59,073,499.38

Dr. Todd Covault

04/30/20



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: High School Athletics Policy Handbook for 2020-2021
Initiated By: Dr. Fred Bouchard, Assistant Superintendents and Joe Caputo, Athletic Coordinator	Attachments: High School Athletics Policy Handbook for 2020-2021
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

The High School Athletics Policy Handbook is designed for administrators, athletic directors, coaches, parents, students. The information is annually reviewed and updated by administrators, athletic directors and coaches. Once updated, a first reading is presented to the Decatur Public Schools Board of Education followed by a request for approval.

CURRENT CONSIDERATIONS:

The High School Athletics Policy Handbook, 2020-2021 School Year, has been updated with the following key modifications:

- Administrators, Athletic Directors, Coaches are responsible for the management of our Athletic program
- Yellow School Bus and/or School Activity Bus will be used for team transportation to athletic contests
- In the event of a team suspension, student athletes have the right to appeal to the Building Principal
- Parents are not to approach coach and/or players with concerns immediately after a contest
- Athletes are to finish one season in good standing before moving on to the next season
- Link to IHSA Sports Physical form added
- All Season \$50 Sports Pass

FINANCIAL CONSIDERATIONS:

The amount requested for the High School Athletics Policy Handbook is \$0.00.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the High School Athletics Policy Handbook for the 2020-2021 School Year as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



High School Athletics Policy Handbook

**2020-2021
School Year**

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PHILOSOPHY OF THE DECATUR PUBLIC SCHOOLS ATHLETIC PROGRAM

The athletic program is an integral part of the education of all students who attend the Decatur Public Schools. Our goals and objectives are consistent with and comparable to those of the school district. All students have an equal opportunity to participate in athletic programs. No student shall be deprived of the right to participate because of lack of financial resources, nationality, race, color, religion, or sex, sexual orientation, disability, or marital status.

The athletic program will be broad based and as extensive as the facilities, staff, and finances can adequately support.

The leadership shall be of the highest quality so as to exemplify to the participants the desired type of individual to be developed from the athletic program.

The measurement of success of the leadership is not limited to won and lost records. It includes the success experienced in helping each participant develop his/her talents and desirable personal characteristics to their fullest.

The athletic program is a laboratory where students experience many of life's situations. Participation in this laboratory activity offers students the opportunity to improve character, dignity, self-worth, and concern for others. Students may learn to develop these human traits and grow as individuals to the extent of their capacity.

**STATEMENT OF PURPOSE FOR THE ATHLETIC PROGRAM OF
SCHOOL DISTRICT 61**

- A. Participation helps develop character, social competence, cooperation, and moral and ethical values that are an everyday part of our society.
- B. Participation develops a mutual respect for all who are involved in the competition: teammates, opponents, coaches, and officials.
- C. Participants must learn to abide by the rules, regulations, and decisions of officials, just as we all must abide by the laws that govern our society.
- D. Participation leads to a better understanding of our democratic ideals, social and economic well-being, and the spirit of fair play.
- E. Participation teaches a student that discipline and self-sacrifice are necessary ingredients of team work, if the end result is to be accomplished.
- F. Through participation, the individual will develop a healthy body, a sound mind, and a better understanding of individual differences.
- G. Participation provides valuable lessons which are learned in the course of competition; for example, winning, as well as losing, reflects team effort.
- H. Competition helps to develop the fundamental processes that lead to emotional maturity and self-control.
- I. Participation in the athletic program will cause participants and spectators to look forward to attending school, resulting in an improved student attitude toward school and school-related activities.
- J. Participation in athletic competition will give students an opportunity to achieve, not only for themselves, but for their team and school community and receive their just rewards in return.
- K. The individual school administration must provide adequate control and safety measures for the participants, officials, and spectators in order to insure the proper atmosphere for interscholastic events.
- L. Members of the athletic staff shall abide by the rules and regulations and officials' decisions which govern each sport, maintain the highest standard of ethics, recognize each participant as an individual, conduct themselves in a manner befitting their responsibilities, and develop the kind of rapport with the total school community that will improve the total educational program.

ORGANIZATION AND ADMINISTRATION THE ILLINOIS HIGH SCHOOL ASSOCIATION

Dwight D. Eisenhower and Douglas MacArthur High Schools are members of the state association which determines the overall pattern for inter-school athletics in Illinois.

As stated in the constitution of the IHSA:

This Association shall be known as the Illinois High School Association (IHSA). It shall be the purpose of this Association to provide leadership for the development, supervision, and promotion of interscholastic competition and other activities in which its member schools engage. Participation in such interscholastic activities offers eligible students experiences in an educational setting which may provide enrichment to the educational experience.

This Association, through the employment of the instrumentalists, hereinafter shall:

1. supervise and regulate all of the interscholastic activities in which its member schools may engage; and
2. perform such other functions related to interscholastic activities as may from time to time be approved and adopted by the membership.

In the performance of these functions, the objectives of the Association shall be:

1. to stress the educational importance, the cultural values, the appreciations and skills involved in all interscholastic activities, and to promote cooperation and friendship;
2. to regulate interscholastic programs in both character and quantity according to the accepted objectives of secondary education so that interscholastics shall not unduly interfere with nor abridge the regular program of teachers and students in the performances of their regular day to day school duties;
3. to encourage economy in the time of the student and teacher personnel devoted to interscholastic activities;
4. to encourage economy in expenses of interscholastic activities; and
5. to promote only those activities which enhance the school's desired educational goals.

CONFERENCE AFFILIATION

The two Decatur public high schools (Dwight D. Eisenhower and Douglas MacArthur) are members of the Central State 8 Conference.

No conference commitments shall be made which would be inconsistent with the athletic policies of the Decatur high schools.

THE DECATUR SCHOOL BOARD

The Board of Education, responsible directly to the people, is the supreme educational agency for the public schools.

The duties of the Board of Education in athletic matters may be considered to be the same as for education generally. They are as follows:

1. interpreting the needs of the community and requirements of the professional organization;
2. developing policies in accordance with the law and in accordance with the educational needs and wishes of the people;
3. approving means by which professional agents and agencies may make these policies effective;
4. furnishing financial means which provide physical and educational conditions by which organized activity may be carried on;
5. appraising the efficiency of the agents and of the service rendered in terms of their value to the community;
6. keeping the people intelligently informed of the purpose, value, conditions, and needs of the public education within the community.

THE SUPERINTENDENT OF SCHOOLS

The executive function is delegated to the Superintendent of Schools who is charged with the responsibility for devising means and ways of executing efficiently the policies adopted by the Board of Education.

The Superintendent of Schools recommends to the Board of Education the appointment of principals, coaches, assistant coaches, supervisors, and others who are given any responsibility for the handling of inter-school athletics.

He or she approves all policies and procedures recommended by his/her staff and is, in fact, directly responsible to the school board for the successful performance of the organization.

THE HIGH SCHOOL PRINCIPALS

The high school principal is the administrative head of the inter-scholastic athletic activities just as he/she is of all other activities at the school.

As members of Administrative Cabinet, the high school principals help formulate policies. As administrative heads of the schools, they are directly responsible to the state athletic association and the Deputy Superintendent of Schools for the conduct of the schools' athletic activities.

Some specific duties of the Administrative Team and/or Athletic Director are:

1. certifying the eligibility of all players,
2. signing contracts for games,
3. signing contracts for officials,
4. representing the school's position concerning issues which are presented by the IHSA and the Athletic Conference.
5. management and consistent monitoring of the overall athletic program.

PROCEDURE FOR ESTABLISHING ATHLETIC POLICY GUIDE

The athletic directors receive input from the coaching staff in their buildings. Annually, the athletic directors then meet to make recommendations for additions, revisions, or deletions to the present policy.

Recommendations are then taken to the Assistant Superintendent. Items recommended by the athletic directors and approved by the Assistant Superintendent become included in the athletic policy guide. Changes to the policy guide must be approved by the Board of Education.

THE COACHES CODE OF ETHICS

(National Federation Interscholastic Coaches Association)

The function of a coach is to educate students through participation in interscholastic competition. The activity shall be designed to enhance academic achievement and never interfere with opportunities for academic success. Each student shall be treated with the upmost respect, and his or her as welfare must be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been adopted by the NFHS Board of Directors.

The coach must be aware that he or she has a tremendous influence, either good or ill, in the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall follow the social media rules and guidelines as outlined by District policy.

The coach shall uphold the honor and dignity of the profession. In all personal contact with the students, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol, and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which will incite players or spectators against the officials. Public criticism of officials or players is unethical.

The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

The coach shall not exert pressure on faculty members to give student special consideration.

The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

ATHLETIC PROGRAM INTERSCHOLASTIC PROGRAM

Each of the high schools will offer a program for boys which consists of football, basketball, baseball, cross country, track and field, tennis, golf, soccer, and wrestling. The girl's program will include cross country, soccer, volleyball, tennis, golf, basketball, bowling, track and field, and softball. Cheerleading and E-Sports are co-educational programs offered at both high schools. DPS also offers swimming as individual entries for the IHSA series.

Our district also sponsors representatives to state meets for sports in which we do not have teams. Please see the section entitled "Special Entry Program" for guidelines.

The following chart includes the sports and number of contests permitted in each sport including all tournaments except the IHSA series.

	Varsity	JV/Sophomore	Freshman
Football	9 games	9	9
Basketball	31 games		
Baseball	35 games	35 games	
Bowling	20 dates		
Cross Country	I = 18 dates T = 15 dates		
Golf	18 dates		
Soccer	25 games		
Softball	35 games	35 games	
Tennis	I = 20 dates		
Track & Field	I = 21 dates T = 18 dates	8 outdoor	
Volleyball	31 games		
Wrestling	T=18+0 Trn T=17+1 Trn T=16+2 Trn T=15+3 Trn T=14+4 Trn	12	

* The number of contests permitted is restricted to the number listed for the two squads. The IHSA sponsored tournaments are permitted in addition to the number of contests listed.

Additional Program Guidelines:

If, because of the shortage of coaches, a coach cannot be hired to coach a team, the team may not be formed.

GUIDELINES FOR CUTTING

Each participant shall be assured a minimum of three practices before he/she is cut. The number three is used for sports where a large number of candidates try out and there is a limited amount of practice time before the first scheduled contest. Where a fewer number try out, the coach may want to permit more practices before making his first cut. Students, who report late due to participation in other approved school district sports or activities, will have the opportunity to participate in a least three practices before they are cut.

Every effort shall be made by the coach to provide each candidate with an opportunity to demonstrate his/her skill in as many areas as feasible which relate to that particular sport and with the proper equipment to demonstrate this skill.

In all of his contact with the players, the coach must make every effort to treat all candidates fairly and as impartially as possible, recognizing that he may know some candidates from previous associations.

It shall also be the responsibility of the coach, when asked, to encourage, advise, and counsel those athletes cut from the squad to help them prepare for the following year and better understand the reasons for being cut.

DISCIPLINARY ACTION

Participation in athletics is a privilege.

When a student is dropped from his/her team for disciplinary reasons, it is important that he/she receive a fair notice and that he/she be given an opportunity to appeal to administration.

All coaches are responsible for reviewing the athletic code, individual school rules, and rules for their respective sport during the first week of practice with the Athletic Director, assistant coaches, students, and parents.

ATHLETIC DIRECTOR AND ATHLETIC OFFICIALS

Hiring of Officials

The hiring of officials shall be mutually satisfactory to the schools involved in the contest concerned. Decatur Public Schools also will conform with conference rules pertaining to the selection of officials. For varsity basketball contests involving intra-city teams, three officials will be hired.

Number of Officials (Boys Contests)

Sport	Varsity	Jr. Varsity	Sophomore	Fr-Soph	Freshman
Baseball	2			2	
Basketball	3		3		2
Football	5		4		4
Soccer	3				
Track	2				
Wrestling	2				

Number of Officials (Girls Contests)

Sport	Varsity	Jr. Varsity	Sophomore	Fr-Soph	Freshman
Basketball	3		3		
Softball	2			2	
Track	2				
Volleyball	2		2		2
Lines Judges=2					
Soccer	3				

Please refer to the "Finger Tip Facts and Figures" to determine the pay rate.

TRANSPORTATION POLICY

The guidelines for using school district transportation are:

- A. A yellow school bus or school activity bus shall be used whenever possible. This is the safest means of transportation for our athletes.
- B. A school district van shall be used when there are eight or fewer people making the trip (eight passenger vans includes the driver). Consideration may also be given to using the vans when they are not being used for other school district business and it is more economical to take vans than a bus. For example, vans may be used to transport basketball or wrestling teams to holiday tournaments.

Only school district employees with a valid driver's license shall be permitted to drive a school van. No school employee may transport students in school or private vehicles unless authorized by the administration.

- C. The district prefers that a coach not use his/her personal vehicle to transport players to an athletic contest. If a coach receives permission to transport in his/her vehicle he/she must show adequate insurance coverage, each student must sign a permission form, and the coach will be reimbursed the current school district's rate for mileage when using a personal vehicle for this purpose.
- D. Students are expected to arrive and return from athletic events with their team and coach in the district provided transportation. In the rare event that a student must leave the activity due to an unusual event, the student's parent/legal guardian must present to the student's coach a note signed by them indicating they are taking the student with them and relieving the school of their responsibility of transporting the student back to the school building. A student may only leave with their parent/legal guardian. The District reserves the right to require court documentation of parental / guardian status when releasing a student to a parent/legal guardian.

- E. Every effort will be made to minimize transportation needs through the scheduling of activities.

When ordering a bus or van, a bus request shall be completed electronically. The bus request forms for fall and winter sports shall be submitted prior July 1st. Bus requests for spring sports shall be submitted by February 1st.

TRANSPORTATION PROCEDURES

The Decatur Public School District provides transportation for IHSA sanctioned contests using the following as guidelines. All arrangements for the transportation of students is to be arranged by the district's transportation department, phone 362-3026.

High School: Transportation is restricted to active participants. Active participants include students expected to be in uniform, student manager(s), school district paid coaches, approved volunteer coaches, trainer, adults paid to act as scorekeepers or minor officials, athletic directors, and school/district administrators. Persons not eligible to ride include parents, student spectators, pom pon squads, spouses/children.

Cheerleaders: The district-paid cheerleading advisor must accompany the cheerleaders on the bus.

Bus Information: All buses must be requested through the normal district procedure. Athletics have a priority over other types of events only if ordered in advance and in this manner. Buses utilized for athletic transportation have a capacity of 62 if seated 3 to a seat. If seated 2 to a seat, the capacity is 44.

Vans: District 61 has a fleet of 5 student vans. Seating capacity is 8 persons including the driver. The transportation department may rent cars or vans which meet state requirements when necessary. Students are never allowed to drive district-owned or rented vehicles and are never given mileage reimbursement. Drivers must be district-approved persons. The vans are to be picked up the day of use and returned immediately after use.

Personal Cars: District 61 prefers that personal vehicles are not used. In limited circumstances, the district will pay a coach mileage in lieu of using a district van. A coach should never be required to drive his/her own vehicle when transporting student athletes to compete in out-of-town IHSA events. A coach is required to have administrative permission to use his/her personal vehicle prior to the event, shall submit proof of insurance, and student athletes shall be required to submit a permission form if riding in a coach's personal vehicle. Student athletes shall never be permitted to use private vehicles as transportation to compete in an out-of-town event. Students will not be reimbursed for mileage.

Vans and buses may be used for reward purposes, such as team trips to University of Illinois games. Trips to theme parks cannot be charged to the transportation or education fund. School buses and vans may be used, if available, but must be paid for from building and/or activity funds.

TRANSPORTATION POLICY FOR INTRA-CITY GAMES

Sport	Transportation – Furnished	Transportation – Not Furnished
Varsity Football	X	
JV Football	X	
Sophomore Football	X	
Freshman Football	X	
Varsity Basketball (Boys and Girls)		X
JV Basketball		X
Sophomore Basketball*		X
Freshman Basketball*		X
Varsity Wrestling		X
Fr-Soph Wrestling*		X
Varsity Baseball		X
Fr-Soph Baseball*	X	X
Varsity Soccer (Boys and Girls)*		X
Varsity Softball		X
Fr-Soph Softball*	X	X
Varsity Track*		X
Fr-Soph Track*	X	X
Varsity Volleyball*		
Fr-Soph Volleyball*	X	X

*Bus may be used if the game is scheduled on a school day, at a time when a school bus is available. If a bus is used, coaches will not be paid mileage. Pending need.

STUDENT CODE OF ETHICS

Decatur Public Schools 61 considers the welfare of the student our priority consideration.

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. Decatur Public Schools Administration and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. All athletes shall abide by a code of ethics which will earn them the honor and respect that participation and competition in the interscholastic program affords.

Any conduct that results in dishonor to the athlete, the team, the school, or Decatur Public Schools will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality or violations of law, tarnish the reputation of everyone associated with the athletic programs and will not be tolerated.

Policy Regarding Parental Concerns

A copy of the team rules, seasonal activity participation, and the Athletic Code will be distributed to parents and attached to the permission form. Coaches shall have mandatory parent meetings

before the start of the sport season and review their rules and schedules. Parents are expected to be role models of good sportsmanship and support for the sport that their student participates.

In the event that a parent has a concern involving a coach or sport program that their student participates, the following guidelines shall be followed:

1. Concerns such as playing time, player positions, coaching philosophy or game strategy are NOT items warranting individual coach/parent discussion.
2. Other parent concerns shall be addressed by the parent making an appointment with the coach for a private parent/coach conversation to discuss the concern and reach a resolution.
3. If the meeting between the parent and coach does not resolve the concern, the parent may request a meeting with the Athletic Director and the coach to further discuss the concern and reach a resolution.
4. If this meeting does not resolve the concern, a final meeting between the Principal, the Athletic Director, the coach and the parent will be scheduled to discuss the concern.
5. The Principal is the administrative head of all inter-scholastic activities in the school and is the IHSA or IESA District Representative for the District. The final decision and appeal for a resolution of the concern will be made by the Principal after the final meeting.
6. Do not approach the coaches or players immediately following a game.

DECATUR PUBLIC SCHOOLS ATHLETIC CODE

PROCEDURES

1. Coaches' rules shall be written and distributed so all participants and parents may read and review them. Rules will be shared through mandatory parent meetings.
2. Each coach will hold a team meeting to review team rules with the participants at the beginning of the sport season to make sure the participants are aware of them. A copy of the team rules, seasonal activity participation, and the Athletic Code will be distributed to the parents, or available online, attached to a participation permission form.
3. Coaches' rules must also include consequences for students who violate the rules.
4. Any student accused of violating a rule and subject to a consequence of a suspension of greater than three (3) games shall be informed of the nature of the offense and may request a hearing before the Principal and Athletic Director.

OFFENSES IN VIOLATION OF THE HIGH SCHOOL ATHLETIC CODE

A student found in violation of the Athletic Code may receive consequences up to and including dismissal from the team/activity for the remainder of the season or school year. Such violations include, but are not limited to:

- Use, possession, transfer, attempted transfer, sale or attempted sale of alcohol, tobacco products, e-cigarettes and/or any controlled/illegal substances or any lookalike, including any substance held out to be a drug, alcohol or tobacco product.

- **Violations of individual coaches' rules, insubordination, poor sportsmanship, conduct detrimental to the team and to school spirit.**
- **Violations of academic integrity and ethics.**
- **Violations of the DPS 61 Student Code of Conduct.**

ENFORCEMENT

A student who violates the Athletic Code and who has been provided a hearing and assessed a consequence cannot avoid the consequence by transferring to another Decatur Public High School. The penalty will be enforced at the student's new school before the student can become eligible for participation.

SEASONAL ACTIVITY PARTICIPATION

Limited dual participation in activities is permissible. The philosophy of our district is to permit a student with a special talent to contribute to the success of an activity in an additional program. The student must designate one activity as his/her primary activity. His/her first commitment is to the activity that he/she is considered to have designated as his/her primary activity.

To apply this guideline to a situation where a student has a conflict between school activities, the following procedure will be followed to resolve the situation:

- Step 1** The student shall inform teachers, coaches, etc. of the conflict and attempt to resolve the situation on his/her own.
- Step 2** Unresolved conflicts will be jointly discussed by both instructors in an attempt to reach resolution. Where possible, teachers/coaches will work to share the student fairly between conflicting activities. Consideration will be given to the nature and importance of the opposing activities. For example, games/matches, competitions, and performances take precedence over practices.
- Step 3** If the conflict cannot be resolved in the preceding steps, the matter shall be appealed to the building level administration for resolution. Resolution will then involve consideration of the designated primary activity and the nature and importance of the conflicting activity. Care will be taken to resolve the conflict in the best interest of the student and the school.

No penalty shall be assessed to the student if the resolution procedure results in a missed practice, performance, competition, etc.

Examples of dual participation in two athletic teams are:

1. A soccer player who wishes to punt, kick field goals, and/or kick off for football.
Special note - players who cross over from soccer to football need to be physically conditioned to football situations.
2. A volleyball player who wishes to participate in girls IHSA golf tournament.

3. A baseball or softball player who can fill in on the relay team for track.
4. A cheerleader must be permitted to participate in spring sports.

Sophomores, Juniors, or Seniors who quit a fall sport may not go out for a winter sport until the fall sports season is over. Special circumstances will be considered in an appeal.

Sophomores, Juniors, or Seniors who quit a winter sport may not go out for a spring sport until the winter sports season is over. Special circumstances will be considered in an appeal.

A freshman shall be allowed to leave a team on or before the first day of school for a fall sport and on or before Thanksgiving for a winter sport without being penalized.

STUDENT ASSIGNMENTS, RESIDENCY, AND TRANSFERS

Student enrollment and attendance center assignments shall be governed by the Decatur School District No. 61 policies and the Illinois school residency laws found in the *Illinois School Code*.

- A. If the parent(s) of a middle/high school student move(s) after the start of the school year, the *Illinois School Code* allows that student to complete the current school year only at the same school. IHSA Athletic Eligibility By-Laws require a ruling on IHSA eligibility by the Executive Director in the event of such circumstances.
- B. Students who have attended one school while enrolled in Decatur Public Schools for their entire high school career and whose parents, custodial parent, or court appointed guardian move from the attendance area traditionally served by that school following the student's completion of the eleventh (11th) grade, may remain in that school and retain eligibility if the student has attained senior classification by the beginning of the new academic year and with the appropriate amount of credits subject to IHSA eligibility restrictions and the DPS 61 criteria below:
 - a. Parent(s) provide transportation.
 - b. Absenteeism and tardiness shall not increase beyond the student's previous record.
 - c. The student shall be picked up promptly after school or practice.
- C. Transfer Rules for Athletics
 1. If a student's attendance center is determined by an IEP Team, the student shall be eligible at either their home high school or eligible at both their home high school or at the school housing the special education setting as governed by IHSA by-laws.
 2. If a student transfers from one attendance center to another attendance center in the Decatur School District, IHSA rules will apply in all cases.

Also, the Decatur Public Schools shall abide by the IHSA Athletic Eligibility By-Laws for all provisions including Attendance (3.010), Residence (3.030), Transfer (3.040), and Scholastic Standing (3.020).

SCHOLASTIC STANDING

The Board of Education Policy states:

Students in grades 9-12 must satisfy the Illinois High School Association's scholastic standing requirements (in District 61 the requirement of passing at least 25 credit hours of high school work per week). Any student participant failing to meet these academic criteria shall be suspended from the activity until the specified academic criteria are met.

Each team coach will provide the athletic director a list of participants that will be used to generate the official eligibility list. The athletic director will then provide the official participant list to the eligibility secretary who will in turn generate a master eligibility list. The secretary will then provide this official list to each teacher for the eligibility grade checks. Each week the eligibility secretary will provide to the athletic director, appropriate coach, and the building principal a list of any student athlete who is failing and/or is ineligible for athletic participation the next week. It is imperative that all teachers enter grades into the grading system by Thursday midnight. The period of ineligibility shall run from Monday morning through Sunday evening following the grade check announcement on Friday. A student shall be declared academically ineligible if he/she is not passing twenty-five credit hours of course work for the preceding week of the scheduled contests.

MAKING THE WEEKLY ELIGIBILITY CHECK

The following procedure shall be followed in making the weekly eligibility check. "Twenty-five (25) credit hours of high school work" is defined as any combination of subjects, accepted by local high school authorities in determining the requirements for graduation and which accumulates at least two (2) credits or its equivalent per semester. Since the rules require that a student must be passing in twenty-five (25) credit hours per week, a weekly check of each student athlete's scholastic eligibility is necessary.

Most important to note is that "a student must satisfy all academic standards (i.e., pass five classes with a grade of D or above)" is determined to measure a student's performance on a cumulative basis from the beginning of a semester through the date on which the check is made.

Schools shall conduct this weekly check in a consistent manner convenient to its individual operations. Student eligibility or ineligibility is then enforced on the Monday following the date of the check. For example, consider a school which checks eligibility every Wednesday. Records are processed through the computer and a printout of all athletes' standings is given to the athletic director on Friday. His office reviews the list and reports Thursday afternoon to the principal that a student is not passing twenty-five (25) hours as of this check. The principal informs the student and coaches on Friday morning that the student is not passing the required work and is, thus, ineligible for one week, beginning the following Monday morning. The student may play in contests held that evening or on Saturday, the next day; however, the entire next week, the student is ineligible.

AGE

IHSA By-Law

4.061: "A student shall be eligible through age nineteen (19) unless the student shall become twenty (20) during a sport season, in which event eligibility shall terminate on the first day of such season (as the season is defined in Section 5.000 of these By-laws).

ATHLETIC INJURIES

The procedure for reporting accidents in the interscholastic program shall be as follows:

Accidents that occur in the interscholastic program shall be reported on the Decatur Public Schools Student Accident Report form using the same criteria for reporting as in any other reportable accident. The accident form shall be completed and provided to the school office.

School District 61 employs Decatur Memorial Hospital Sports Medicine and Physical Therapy to provide athletic training services. There is no charge to the student for services. Athletic directors shall notify Sports Medicine and Physical Therapy at 876-2690 of services required. The athletic directors will provide Sports Medicine and Physical Therapy a complete schedule of events which designate times, dates, and locations of events. Revisions to schedules shall be promptly faxed to 876-6825.

District 61 will not assume any financial obligations for rehabilitation treatment provided by Decatur Memorial Hospital.

INSURANCE

The District has an accident insurance policy in place that covers all student athletes. Requirement for student proof of insurance is no longer necessary.

PHYSICAL EXAMINATION

Students in their first seven (7) semesters of attendance shall have filed with their high school principal a certificate of physical fitness issued by a licensed physician not more than one year preceding practice or participation in any interscholastic athletic contest or activity. Students in their eighth (8th) semester of attendance shall have filed with their high school principal a certificate of physical fitness issued by a licensed physician not more than thirteen (13) months preceding practice or participation in any interscholastic athletic contest or activity.

PARENT PERMITS

Parent permit forms will be provided by the district. Each participant shall be required to have a signed form on file in the athletic director's office before the student may participate in any sport. A sample of a parent permit may be found on page 26.

PARTICIPATION FEE

All students who participate in the athletic program will be assessed a participation fee. The participation fee is \$20 per sport or a total cap of \$100 per family, (please refer to the Finger Tips Facts and Figures on page 33). The fee will be used to offset the cost of supplies and other program expenses. The procedure for collecting the money is:

- A. Participant should pay the fee before he/she is permitted to compete unless he/she has successfully completed a DPS 61 fee waiver.
- B. In those sports where it is necessary to cut, only those students who make the squad will be expected to pay.

POLICY FOR STUDENTS ATTENDING STATE TOURNAMENTS

ATTENDANCE

Athletes must be in attendance at least one-half day on the day of an activity to be eligible to participate that day. The principal will make all eligibility decisions concerning any unusual circumstances.

STANDARDS AND AWARDS FOR INTERSCHOLASTIC SPORTS

In addition to meeting the minimum standards for earning awards as outlined below, a participant must complete the season in good standing as determined by the athletic director and the coach of that particular sport. In case of injury, the participant's record shall count only for those games in which he/she was physically able to participate.

The criteria for earning awards in the various sports are:

Football

A player must participate in one-third or more of the total number of quarters.

Basketball

A player must participate in one-third or more of the total number of quarters.

Baseball and Softball

A player shall participate in at least one-half of the games; a pitcher in one-third of the games.

Bowling

A player must bowl in one-third of the games bowled by the team.

Soccer

A participant must play in at least one-third of the quarters which the team plays.

Volleyball

A varsity player must participate in one-third of all games played; a junior varsity player in one-third of all games that are played.

Cross Country, Golf, Tennis, Track, Wrestling

A player shall receive one point for participation in a meet or match or two points if the player wins his match, but not on a forfeit, or if he scores points in a track meet.

Freshman and sophomore awards in all sports shall be determined in the same way as varsity awards. Participants who have finished the season in good standing and do not qualify for a plaque or certificate medallion shall be given a certificate of appreciation.

Standards for Cheerleaders

Awards shall be governed by the Cheerleader's Constitution.

Special Awards

Patches (4 inches) may be purchased for state championship team members or for individuals who win a state championship.

A senior who has participated three full seasons in any given sport shall be awarded a plaque at the completion of his senior year of competition in that sport.

DECATUR PUBLIC SCHOOLS **-District Forms-**

DECATUR PUBLIC SCHOOLS

Agreement to Participate

Each student and his or her parent/guardian must read and sign this *Agreement to Participate* each year before being allowed to participate in interscholastic sport(s) or intramural athletics. The completed *Agreement* shall be returned to the Coach.

Student name (printed)

1. I wish to participate in the following interscholastic sport(s): _____ (fill in blank)
2. Before I will be allowed to participate, I must provide the School District with a certificate of physical fitness (if participating in interscholastic sport(s), the Pre-Participation Physical Examination Form serves this purpose), and complete any forms required by the Illinois High School Association (IHSA).
3. I agree to abide by all conduct rules and will behave in a sportsmanlike manner. I agree to follow the coaches' instructions, playing techniques, and training schedule as well as all safety rules.
4. I understand that Board policy 7:305, *Student Athlete Concussions and Head Injuries*, requires, among other things, that a student athlete who exhibits signs and symptoms, or behaviors consistent with a concussion or head injury must be removed from participation or competition at that time and that such student will not be allowed to return to play unless cleared to do so by a physician licensed to practice medicine in all its branches or a certified athletic trainer and subject to all District return-to-play and return-to-learn protocols.
5. I am aware that with participation in sports comes the risk of injury, and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the highest risk. I am aware that participating in sports involves travel with the team. I acknowledge and accept the risks inherent in the sport(s) or athletics in which I will be participating and in all travel involved. I agree to hold the District, its employees, agents, coaches, school board members, and volunteers harmless from any and all liability, actions, claims, or demands of any kind and nature whatsoever that may arise by or in connection with my participating in the school-sponsored interscholastic sport(s) or intramural athletics. The terms hereof shall serve as a release and assumption of risk for my heirs, estate, executor, administrator, assignees, and for all members of my family.

Student signature:

Date:

Parent Permit

To be read and signed by the parent/guardian of the student:

1. I am the parent/guardian of the above named student and give my permission for my child or ward to participate in the interscholastic sport(s) or intramural athletics indicated. I have read the above *Agreement to Participate* and understand its terms.
2. I acknowledge having received the attached *Concussion Information Sheet*.
3. I understand that all sports can involve many **risks of injury**, and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the higher risk. I am aware that participating in sports involves travel with the team. In consideration of the School District permitting my child to participate, I agree to hold the District, its employees, agents, coaches, board members and volunteers harmless from any and all liability, actions, claims or demands of any kind and nature whatsoever that may arise by or in connection with the participation of my child in the sport(s) or athletics. I assume all responsibility and certify that my child is in good physical health and is capable of participation in the above indicated sport or athletics.

Parent/Guardian signature: _____

Date: _____

Emergency Contact Information

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

IHSA Pre-participation Examination Link

<https://www.ihsa.org/documents/sportsMedicine/Pre-participation%20Examination%202012-13.pdf>

Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:	
<ul style="list-style-type: none">• Headaches• “Pressure in head”• Nausea or vomiting• Neck pain• Balance problems or dizziness• Blurred, double, or fuzzy vision• Sensitivity to light or noise• Feeling sluggish or slowed down• Feeling foggy or groggy• Drowsiness• Change in sleep patterns	<ul style="list-style-type: none">• Amnesia• “Don’t feel right”• Fatigue or low energy• Sadness• Nervousness or anxiety• Irritability• More emotional• Confusion• Concentration or memory problems (forgetting game plays)• Repeating the same question/comment

Signs observed by teammates, parents and coaches include:
<ul style="list-style-type: none">• Appears dazed• Vacant facial expression• Confused about assignment• Forgets plays• Is unsure of game, score, or opponent• Moves clumsily or displays incoordination• Answers questions slowly• Slurred speech• Shows behavior or personality changes• Can’t recall events prior to hit• Can’t recall events after hit• Seizures or convulsions• Any change in typical behavior or personality• Loses consciousness

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion shall be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion shall be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance and adherence to the School District's return-to-play and return-to-learn protocols. Close observation of the athlete shall continue for several hours. IHSA Policy requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all IHSA member schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

**For current and up-to-date information on concussions you can go to:
<http://www.cdc.gov/ConcussionInYouthSports/>**

Adapted by the Illinois High School Association from the CDC and the 3rd International Conference on Concussion in Sport, Document created 7/1/2011. Reviewed 4/24/2013.



IHSA Sports Medicine Acknowledgement & Consent Form

IHSA PERFORMANCE-ENHANCING SUBSTANCE TESTING POLICY

In 2008, the IHSA Board of Directors established the association's Performance-Enhancing Substance (PES) Testing Program. Any student who participates in an IHSA-approved or sanctioned athletic event is subject to PES testing. A full copy of the testing program and other related resources can be accessed on the IHSA Sports Medicine website. Additionally, links to the PES Policy and the association's Banned Drug classes are listed below. School administrators are able to access the necessary resources used for program implementation in the IHSA Schools Center.

IHSA PES Testing Program

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20PES%20policy%20final.pdf>

IHSA Banned Drug Classes

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20IHSA%20Banned%20Drugs.pdf>

IHSA STEROID TESTING POLICY CONSENT TO RANDOM TESTING

As a prerequisite to participation in IHSA athletic activities, we agree that I/our student will not use performance-enhancing substances as defined in the IHSA Performance-Enhancing Substance Testing Program Protocol. We have reviewed the policy and understand that I/our student may be asked to submit to testing for the presence of performance-enhancing substances in my/our student's body either during IHSA state series events or during the school day, and I/our student do/does hereby agree to submit to such testing and analysis by a certified laboratory. We further understand and agree that the results of the performance-enhancing substance testing may be provided to certain individuals in my/our student's high school as specified in the IHSA Performance-Enhancing Substance Testing Program Protocol which is available on the IHSA website at www.IHSA.org. We understand and agree that the results of the performance-enhancing substance testing will be held confidential to the extent required by law. We understand that failure to provide accurate and truthful information could subject me/our student to penalties as determined by IHSA.

A complete list of the current IHSA Banned Substance Classes can be accessed at

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20IHSA%20Banned%20Drugs.pdf>

ACKNOWLEDGEMENT AND CONSENT

Student/Parent Consent and Acknowledgements

By signing this form, we acknowledge we have been provided information regarding concussions and the IHSA Performance-Enhancing Testing Policy. We also acknowledge that we are providing consent to be tested in accordance with the procedures outlined in the IHSA Performance-Enhancing Testing Policy.

Student

Student Name (Print): _____ Grade (9-12): _____

Student Signature: _____ Date: _____

Parent or Legal Guardian

Name (Print): _____

Signature: _____ Date: _____

Relationship to student: _____

Consent to Self Administer Asthma Medication

As a patient under my care, _____, is prescribed to self-administer the following asthma medication.

Medication: _____

Purpose: _____

Dosage: _____

Time/Special Circumstances: _____

Printed Name of Physician

Signature of Physician

Date

I, _____, do hereby give my son/daughter, _____, Permission to self-administer his/her asthma medication as prescribed by his/her physician during athletic competition.

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date

DECATUR PUBLIC SCHOOL DISTRICT 61

STUDENT ACCIDENT REPORT

Student's Name _____ Home Address _____
 School _____ Grade _____ Age _____ Male _____ Female _____
 Date of Accident _____ Exact Time _____ A.M. _____ P.M. _____
 Place of Accident: School Building _____ School Grounds _____ To/From School _____
 Other _____
 Non-School: Home _____ Other _____ Number of Days Absent From School* _____

(*If student is absent for an extended period of time, send preliminary report. Send revision when student returns to school.)

DESCRIPTION OF ACCIDENT: How did it happen? What was student doing? List the conditions existing. Specify machinery or other equipment involved. Describe the school accident to the extent that you feel a person who has not seen the accident will know what has happened. <i>Was student taken to emergency room or a doctor's office?</i>	MAJOR CAUSE OF ACCIDENT <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Basketball <input type="checkbox"/> Classroom <input type="checkbox"/> Fall <input type="checkbox"/> Football <input type="checkbox"/> Free Play <input type="checkbox"/> Icy Conditions <input type="checkbox"/> Kicked <input type="checkbox"/> P.E. Class <input type="checkbox"/> Pushed <input type="checkbox"/> Other (specify): </div> <div style="width: 48%;"> <input type="checkbox"/> Ran together <input type="checkbox"/> Scuffling/fighting <input type="checkbox"/> Struck by moving object <input type="checkbox"/> Struck fixed object <input type="checkbox"/> Stepped on object <input type="checkbox"/> Tripped <input type="checkbox"/> Twisted body joint <input type="checkbox"/> Wrestling </div> </div>
ACCIDENTS BY ACTIVITIES <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Apparatus <input type="checkbox"/> Baseball <input type="checkbox"/> Basketball <input type="checkbox"/> Classroom <input type="checkbox"/> Football <input type="checkbox"/> Free Play <input type="checkbox"/> Home <input type="checkbox"/> Volleyball <input type="checkbox"/> Wrestling <input type="checkbox"/> Other (Specify): </div> <div style="width: 48%;"> <input type="checkbox"/> Rehearsal <input type="checkbox"/> Shop <input type="checkbox"/> Softball <input type="checkbox"/> Stairs <input type="checkbox"/> Showers <input type="checkbox"/> To/From School <input type="checkbox"/> Tumbling/Gymnastics <input type="checkbox"/> Organized Active <input type="checkbox"/> Physical Education </div> </div>	NATURE OF INJURY <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Abrasion <input type="checkbox"/> Amputation <input type="checkbox"/> Broken Teeth <input type="checkbox"/> Bruise <input type="checkbox"/> Burn <input type="checkbox"/> Caused Ache <input type="checkbox"/> Concussion <input type="checkbox"/> Contusion <input type="checkbox"/> Other (Specify): </div> <div style="width: 48%;"> <input type="checkbox"/> Cut <input type="checkbox"/> Dislocation <input type="checkbox"/> Fracture <input type="checkbox"/> Pulled Muscle <input type="checkbox"/> Puncture <input type="checkbox"/> Scratch <input type="checkbox"/> Sprain/Strain <input type="checkbox"/> Torn Ligament </div> </div>
LOCATION OF ACCIDENT <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Athletic Field <input type="checkbox"/> Auditorium <input type="checkbox"/> Cafeteria <input type="checkbox"/> Classroom <input type="checkbox"/> Corridors <input type="checkbox"/> Gymnasium <input type="checkbox"/> Gym-Outside <input type="checkbox"/> Industrial Arts <input type="checkbox"/> Other (Specify): </div> <div style="width: 48%;"> <input type="checkbox"/> Locker <input type="checkbox"/> Shower <input type="checkbox"/> Playground <input type="checkbox"/> Restroom <input type="checkbox"/> School Crossing <input type="checkbox"/> Stairs <input type="checkbox"/> Streets <input type="checkbox"/> Sidewalks </div> </div>	PART OF THE BODY INJURED (Right or left) <div style="display: flex; justify-content: space-between;"> <div style="width: 33%;"> <input type="checkbox"/> Abdomen <input type="checkbox"/> Ankle <input type="checkbox"/> Arm <input type="checkbox"/> Back <input type="checkbox"/> Chest <input type="checkbox"/> Chin <input type="checkbox"/> Ear <input type="checkbox"/> Elbow <input type="checkbox"/> Other (Specify): </div> <div style="width: 33%;"> <input type="checkbox"/> Eye <input type="checkbox"/> Face <input type="checkbox"/> Finger <input type="checkbox"/> Foot <input type="checkbox"/> Hand <input type="checkbox"/> Head <input type="checkbox"/> Hip <input type="checkbox"/> Knee </div> <div style="width: 33%;"> <input type="checkbox"/> Leg <input type="checkbox"/> Mouth <input type="checkbox"/> Neck <input type="checkbox"/> Nose <input type="checkbox"/> Ribs <input type="checkbox"/> Shoulder <input type="checkbox"/> Teeth <input type="checkbox"/> Wrist </div> </div>

Signature of person in charge _____ Report prepared by _____

Signature of Principal _____ Date of Report _____

**SEND ORIGINAL OF THIS REPORT TO KEIL BUSINESS OFFICE – ATTENTION: C
 KEEP A COPY FOR YOUR RECORDS**

(Rev. 8/07)

ATHLETIC FINGER TIP FACTS AND FIGURES
DPS HIGH SCHOOL EVENTS (not including conference, district and state contest)

TICKET PRICES

General Admission	Adult	Student
Varsity Football & Boys Varsity Basketball	\$ 5.00	\$ 3.00 (under 12 \$1.00)
Volleyball & Girls Varsity Basketball	\$ 4.00	\$ 2.00
Varsity Boys Wrestling	\$4.00	\$ 2.00
Underclass Football & Basketball	\$2.00	\$1.00
Senior Citizen with Medicare Card	\$1.00	
Varsity Soccer	Free	Free
Baseball, Softball, Track & Field	Free	Free
All Sports Season Pass	\$50.00	
Student Participation Fee	\$20.00 per sport	

OFFICIALS

<u>Football</u>		Varsity + Sophomore	2 at \$85 each
Varsity	5 at \$70 each	Sophomore	2 at \$50 each
Freshman or Sophomore	4 at \$50 each		
Freshman + Sophomore	4 at \$100 each		
Varsity + Sophomore	5 at \$115 each		
<u>Volleyball</u>			
Varsity + Sophomore	2 at \$65 each		
Varsity lines person	2 at \$10 each		
Varsity+ Sophomore+ Freshman	2 at \$85 each		
Freshman + Sophomore	2 at \$55 each		
Freshman (3 out of 5)	2 at \$45 each		
Tournaments	determined by host school		
<u>Basketball – Boys</u>			
Varsity	3 at \$70 each		
Preliminary contest	3 at \$50 each		
Freshman (2 contests A & B)	2 at \$65 each		
Freshman (1 contest)	2 at \$45 each		
Freshman + Sophomore	2 at \$95 each		
Tournaments	determined by host school		
<u>Basketball – Girls</u>			
Varsity	3 at \$70 each		
Preliminary contest	2 at \$50 each		
Freshman	2 at \$45 each		
Freshman + Sophomore	2 at \$95 each		
Tournaments	determined by host school		
<u>Baseball</u>			
Varsity	2 or 3 at \$60 each		
Sophomore	2 at \$50 each		
Freshman	2 at \$50 each		
Varsity Doubleheader	2 or 3 at \$120 each		
Varsity Tripleheader	3 at \$160 each		
Varsity + Sophomore	2 at \$105 each		
Fresh/Soph (JV) doubleheader	2 at \$100 each		
<u>Softball</u>			
Varsity	2 at \$55 each		
Varsity Doubleheader	2 at \$120 each		
Varsity Tripleheader	2 at \$150 each		
		<u>Wrestling</u>	
		Varsity Dual	1 at \$65
		Varsity Two Duals	1 at \$100
		1-2, 1-3, 2-3 DNW	
		Varsity Double Dual Triangular	1 at \$125
		1-2, 2-3, 1-3	
		Varsity Double Dual (split mats)	2 at \$90 each
		Varsity Triple Dual Quad	2 at \$125 each
		Sophomore- Dual	1 at \$55
		Sophomore Two Duals	1 at \$90
		Sophomore Double Dual Triangular	1 at \$105
		Sophomore- Double Dual (Split mats)	2 at \$80
		Sophomore-Triple Dual Quad	2 at \$105 each
		Tournaments	determined by host school
		<u>Track</u>	
		Starter Official - Dual	1 at \$50
		Starter Official - Triangular	1 at \$55
		Starter Official – each additional team	\$5
		Conference Meet - Starter	1 at \$95
		Conference Meet - Asst. Starter	1 at \$70
		Invitationals	determined by host school
		<u>Swimming</u>	
		Starter Official	1 at \$45
		Judges	1 at \$35
		Conference Meet - Starter	1 at \$70
		Conference Meet - Judges	3 at \$45 each
		<u>Soccer</u>	
		Varsity	2 or 3 at \$45 each
		Varsity + Sophomore	2 or 3 at \$70 each
		Sophomore	2 at \$35 each
		Tournaments	determined by host school
		<u>Cross County</u>	
		Conference Meet Starter	1 at \$55

HOME GAME PERSONNEL

Ancillary duties for game day or miscellaneous support personnel will follow the Board approved Flat Rate Short-term Rate of Pay.

HOME GAME PERSONNEL ATHLETIC TIME SHEET

Name of Employee

SPORT	ACCOUNT CODE	DATE	JOB DESCRIPTION	HOURLY RATE	TIME		TOTAL TIME
					From	To	
					/		
					/		
					/		
					/		
					/		

If the employee is not a regular staff member and this is his/her first job for the district, we need for him/her to visit the Personnel Department to complete employment information. They will not be paid until the paperwork is processed by the Personnel Department.

TO BE COMPLETED BY THE BUSINESS OFFICE

Rate per hour _____ Total hours _____

Amount to be paid _____

Athletic Director

Principal



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Annual Power School (Talent Ed Perform, Records and Sync – Formerly People Admin) Agreement
Initiated By: Deanne Hillman, Director of Human Resources	Attachments: Annual Quote from Power School for Talent Ed Perform, Records and Sync
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

Purchases over \$25,000 require board approval. The Power School annual agreement exceeds this limit.

CURRENT CONSIDERATIONS:

Power School (formerly People Admin) provides the Evaluation and Personnel Management (electronic personnel records) for the district. These programs allow our evaluations and employee records to be maintained online. The district has used Talent Ed Perform for staff evaluations since 2015; Talent Ed Records has been used for new employee records management since 2017.

FINANCIAL CONSIDERATIONS:

The balance due is \$33,925.51. Pending Board approval, the invoice for this purchase will be submitted for payment at the June 9, 2020 Board of Education meeting.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve this Annual Agreement with Power School as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



150 Parkshore Dr, Folsom, CA
95630
Remit Email:
renewals@powerschool.com
FAX: (916) 596-0950
Quote Date: 5/11/2020
Quote #: Q-316154-2

Prepared By: Annalisa Suttles
Customer Name: Decatur School District 61 - IL
Contract Term: 12 Months
Start Date: 7/1/2020
End Date: 6/30/2021

Customer Contact: Paul Fregeau
Title: Superintendent
Address: 101 W CERRO GORDO ST
City: DECATUR
State/Province: Illinois
Zip Code: 625231001
Phone #: 217.362.3000

Product Description	Quantity	Unit	Unit Price	Extended Price
Initial Term 7/1/2020 - 6/30/2021				
License and Subscription Fees				
Unified Talent (TalentEd) Perform District	1.00	Students	USD 22,535.22	
Unified Talent (TalentEd) Perform Sync District	1.00	Each	USD 1,862.16	
Unified Talent (TalentEd) Records	1.00	Students	USD 9,528.13	
License and Subscription Totals:				USD 33,925.51

Quote Total

Initial Term	7/1/2020 - 6/30/2021
Initial Term Total	USD 33,925.51

On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice.

All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement.

This renewal quote will continue to be subject to and incorporate the terms and conditions found at <https://www.powerschool.com/wp-content/uploads/PowerSchool-Service-Agreements/PowerSchool-MASTER-SERVICES-AGREEMENT-01-01-20.pdf>.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Signature:



Printed Name: Eric Shander

Title: Chief Financial Officer

Date: 2-27-2020

PO Number: _____

Decatur School District 61 - IL

Signature:



Printed Name:

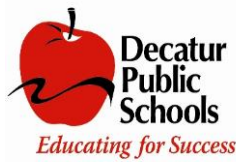
Deanne Hillman

Title:

Director of Human Resources

Date:

May 14, 2020



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Job Description
Initiated By: Deanne Hillman, Director of Human Resources, and Jeff Dase, Assistant Superintendent for Teaching and Learning	Attachments: Job Description: SEL and Equity Coordinator
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

Decatur Public Schools has over 8,000 students, grades Pre-K through 12. Decatur Public Schools needs a SEL and Equity Coordinator to support project coordination and training aligned to Social and Emotional Learning (SEL), Diversity and Equity efforts in all Decatur Public Schools.

CURRENT CONSIDERATIONS:

The SEL and Equity Coordinator will partner with the Assistant Superintendent of Teaching and Learning, the P-12 Director of Teaching and Learning, the P-12 Assistant Director of Teaching and Learning and School Building Administrators to assist with the development, implementation and delivery of best practices aligned to Social and Emotional (SEL) and Equity best practices. Decreasing teaching and learning barriers and obstacles aligned to SEL, diversity and equity will increase high-quality teaching and learning opportunity for Decatur Public Schools students and staff.

Position Title	Changes/Updates
SEL and Equity Coordinator	Updated Qualifications and Education.

FINANCIAL CONSIDERATIONS:

Administration plans to utilize Title 1 funds for positions that support K-8 learning.

STAFF RECOMMENDATION:

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

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

TITLE: SEL and Equity Coordinator

PURPOSE: Support the Assistant Superintendent of Teaching and Learning, PreK-12 Director and Assistant Director of Teaching and Learning and Building Principal in project coordination and training to provide overall support for Social and Emotional Learning (SEL) in schools and district-wide. This position will also support the development and implementation of systems to ensure every child in Decatur Public Schools has an equal chance for success which includes but is not limited to addressing individual and groups of students' challenges and barriers that impact teaching and learning.

QUALIFICATIONS:

- A minimum of 5 years of classroom teaching experience
- A minimum of 2 years of experience working with adult learners, including coaching, and designing and facilitating professional development to classroom teachers and school leaders
- Thorough knowledge of Illinois Social Emotional Learning Standards
- Knowledge and understanding of the impacts of trauma and toxic stress on children and adults
- Knowledge and understanding of the relationship of Equity, Access and Opportunity
- Successful experience working in a high-needs public school setting
- Successful use of trauma-informed practices and addressing student behavioral and/or emotional impairments
- Experience in the development of Behavior Support Plans
- Demonstrated ability to thoughtfully manage personal, political and institutional dynamics related to equity issues
- Deep understanding of issues related to diversity, equity and inclusion and knowledge of culturally responsive teaching practices
- Ability to develop authentic and sensitive working relationships with various school constituent groups
- Successful experience designing and delivering professional development to teachers and/or administrators
- Ability to use multiple data sources to set measurable goals and strategically plan to complete the goals
- Ability to drive the creation of relevant reports, presentations and materials to share on sustainable approaches for Social and Emotional Learning (SEL) improvement
- Ability to track and analyze key data to make short and long-term recommendations for Social and Emotional Learning (SEL) improvement
- Ability to define problems, analyze data and develop action plans as part of a continuous improvement cycle aligned to Social and Emotional Learning (SEL) improvement in all district schools
- Excellent communication skills: writing, speaking and listening
- Knowledgeable in the use of technology for instruction, data analysis and presentations
- Ability to complete graduate level assignments including written assignments and reading of professional literature
- Experience in building partnerships and working successfully with community agencies

EDUCATION REQUIRED:

- Graduation from an accredited college or university with a degree in School Psychology, social work, education, early childhood development, psychology, or related field or equivalent
- Knowledge of social and emotional learning, especially evidence-based curricula and practices
- Experience working with diverse populations
- English Language Learners experience preferred

LICENSURE:

- Valid standard teaching license (Type 03, Type 09, or Type 10) issued by the Illinois State Board of Education; and/ or
- Valid Type 73 School Service Personnel License issued by the Illinois State Board of Education; and/or
- School Support Personnel Endorsement
- Type 75 License issued by the Illinois State Board of Education (or equivalent license from outside Illinois), preferred
- Additional licensure, experience, and expertise may be required

REPORTS TO:

P-12 Director of Teaching and Learning, Assistant P-12 Director of Teaching and Learning and Building Principal

MAINTAINS LIAISON WITH: Central Administration
School Staff

DUTIES & RESPONSIBILITIES:

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

Under direction and guidance of the Assistant Superintendent of Teaching and Learning, PreK-12 Director and/or Assistant Director of Teaching and Learning and/or School Building Principal and/or Designee:

- Assist in the development and delivery of training related to SEL practices, the importance of and research behind SEL, and how to integrate SEL into the classroom/program.
- Assist in conducting school climate assessment activities in Decatur school district and programs including conducting interviews and focus groups with key stakeholders.
- Participate in and help to coordinate planning sessions.
- Help to plan and coordinate training series and consultation models for different settings (e.g., early childhood, out-of-school-time programs, K-12 schools).
- Assist with managing projects including organizing meetings, managing communication and correspondence with district and program staff, keeping meeting notes, monitoring project activities, proposal development and reporting.
- Provide professional development and coaching aligned to SEL and Equity.
- Create connections to community partners/resources and serve as a consultant on each building's school climate team.
- Assist with budget development and monitoring.

- Work directly with school leadership teams, school counselors, social workers, and other instructional and clinical staff to analyze data and identify resources and current best practices in SEL that will help schools move toward meeting the SEL and Equity improvement goals.
- Assist with the implementation of, and support for, articulated SEL curricular programs/materials that may be identified by individual or groups of buildings.
- Work directly with schools, school leadership teams, and district leadership to identify resources and current best practices that will help schools with the development and implementation of plans that address equity in schools and classrooms.
- Thoughtfully manage personal, political and institutional dynamics related to equity issues.
- Manage and provide leadership with issues related to diversity, equity and inclusion.
- Provide best practices aligned to culturally responsive teaching practices.
- Develop authentic and sensitive working relationships with various school constituent groups.
- Support the work of the Social-Emotional Learning in each building, as well as the Tier 1 Behavior Interventionist with the implementation of PBIS/Restorative Practices/Responsive Classroom and/or other building-specific programming.
- Identify resources and strategies that support the development of adult SEL and mitigating secondary trauma/toxic stress.
- Share information and resources across DPS schools related to SEL strategies, equity and related curricular resources, with a focus on creating coherence between district/school Restorative Practices, PBIS, Responsive Classroom and other programs and practices known to proactively support healthy, trauma-sensitive classroom communities and behavior management practices.
- Design and provide customized professional development to teachers and schools as needed/requested to build teacher capacity to address the challenging student behaviors and emotional needs present in DPS schools and classrooms.
- Assist in the development and implementation of procedures to assess the needs of diverse populations in the school community which includes students and employees.
- Coordinate and develop effective communication strategies to enhance and support cultural diversity and issues of equity.
- Serve as a coach and trainer for students, parents, and employees in relation to cultural diversity and equity affairs.
- Assist in monitoring, measuring and assessing programs related to the district's progress toward achieving its diversity goals; and recommend changes or new programs that would benefit diversity initiatives.
- Build, support and sustain partnerships and relationships with community partners, parents and families to promote engagement in the development of the SEL and Equity vision(s) and goals of the district and individual schools, as well as participation in the ongoing SEL/Equity planning and decision making occurring throughout the district.
- Other duties as assigned.

TERMS OF EMPLOYMENT:

The SEL and Equity Coordinator is subject to the collective bargaining agreement for teachers.

EVALUATION:

Performance of this job will be evaluated in accordance with the provisions of the Board of Education policy on the evaluation of teachers.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

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

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to use repetitive hand motions, including prolonged use of a computer terminal. The employee is frequently required to sit, see, talk, and hear. The employee is occasionally required to stand and walk. The employee must frequently lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, depth perception, and ability to adjust focus with or without correction. Hear in the normal audio range with or without correction.

MENTAL DEMANDS:

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

WORK ENVIRONMENT:

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

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



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Job Description for District Athletic Coordinator
Initiated By: Deanne Hillman; Director of Human Resources	Attachments: Job Description: District Athletic Coordinator
Reviewed By: Dr. Paul Fregeau, Superintendent and Dr. Fred Bouchard, Assistant Superintendent of Support Services	

BACKGROUND INFORMATION:

The District Athletic Coordinator position will oversee the school sponsored athletic programs for all of Decatur Public Schools. This position will coordinate with athletic directors to ensure a level of equity and consistency among the schools.

CURRENT CONSIDERATIONS:

The District Athletic Coordinator will assume some of the duties of the Assistant Superintendent of Support Services. The District Athletic Coordinator will facilitate all of the athletic initiatives across the district, remain updated on changes, and collaborate with all school athletic directors, administrators and coaches on implementing best practices at the school level. Additionally, the District Athletic Coordinator will collaborate with community organizations to promote a community approach to school-sponsored athletics.

Position Title	Changes/Updates
District Athletic Coordinator	Created job description to meet the needs of the District based on current considerations above.

FINANCIAL CONSIDERATIONS:

This position will replace some of the duties of the Assistant Superintendent of Support Services.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve this job description as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

TITLE: District Athletic Coordinator

JOB SUMMARY:

To work directly with building athletic directors and providing information, resources, training, and support for effective strategies and technologies for the development of athletic programs which enhance the education of students.

MINIMUM REQUIREMENTS:

- Working toward certification from the National Interscholastic Athletic Administrators Association.
- Experience in Administration and Supervision preferred.
- Qualifications may vary from the above requirements to such a degree as the Superintendent and Board determine is necessary and appropriate to ensure properly qualified personnel in each specialized assignment.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of school athletics and activities
- Ability to express facts and ideas clearly and concisely, both orally and in writing.
- Ability to organize time and materials.
- Ability to prioritize tasks and responsibilities.
- Knowledge of state and District policies, standards and procedures.
- Knowledge of child growth and development, learning theory, and current best practices.
- Ability to use computer hardware and software to accomplish instructional and administrative functions.
- Ability to interact effectively with professional staff, parents, and students.

REPORTS TO: School District Superintendent or Designee

SUPERVISES: Appropriate Staff as required

PERFORMANCE RESPONSIBILITIES:

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

- Works with the schools to develop a District-wide athletic program to ensure uniformity and coordination, including Elementary, Middle and High School.
- Directly designs, attends and executes the District-wide athletic program for Elementary School including events
- Coordinates with Middle and High School athletic directors to execute the District-wide athletic program for Middle and High School including events.
- Develops athletic policies with input from principal, athletic directors, and coaches.
- In a collaborative effort with the other athletic directors, develops the District-wide athletic program policy handbooks and updates annually.
- Provides athletic assistance and guidance to schools in interpretation of Board policy and the Illinois High School Association (IHSA) rules in addition to the

Illinois Elementary School Association (IESA).

- Assists in the evaluation and selection of athletic equipment.
- Serves as a consultant within the District on all athletic construction projects.
- Monitors the District athletic program for compliance with gender equity.
- Assists in writing grant proposals and manages grants as needed.
- Demonstrates knowledge and understanding of athletic administration as it relates to secondary schools.
- Serves as the District liaison for athletics to the Illinois Department of Education, the IHSA and the IESA.
- Coordinates the provisions of athletic training with local community agencies and organizations.
- Coordinates the provisions for physical examinations for all athletes with local community agencies and organizations.
- Coordinates the maintenance of athletic facilities with schools and various District departments.
- Conducts regular athletic director meetings for the purpose of program planning and coordination.
- Assists the schools and works with the district Communication Department to promote publicity for all interscholastic sports, such as sports brochures and other publications, press releases and radio releases, etc.
- Fosters good community relationships by keeping the community aware of and responsive to the athletic programs.
- Maintains a close working relationship with District and school personnel to ensure information exchange, coordination, and support for the decision-making process and the collection of feedback concerning services.
- Responds to inquiries or concerns in a timely manner. Is the first step beyond the building (after the principal) for parent/student-athlete appeals related to athletics and athletic programs.
- Keeps the Superintendent or designee informed about potential problems or unusual events. Updates and meets with Superintendent or designee regularly.
- Attends all local, district, regional, state, and national meetings that are necessary to the functioning of the athletic program.
- Promotes professional growth and enrichment by encouraging athletic directors and coaches to be members of professional athletic organizations and to participate in approved clinics, conferences, and required compliance seminars.
- Coordinates the implementation of district minimum hiring standards for all coaches.
- Assists coaches in keeping abreast of current practices, programs, legal issues, and care and prevention of athletic injuries.
- Keeps well-informed about current trends and best practices in content, service, or project areas.
- Partners with high school counselors in completing NCAA eligibility courses and works with athletic directors and coaches to educate students and

parents of those standards.

- Sets high standards and expectations for self and others.
- Assists in developing and implementing District athletic budget.
- Coordinates the purchase of athletic equipment.
- Coordinates the establishment of admission prices for all athletic events.
- Seeks assistance and support for the financing of the athletic program.
- Assists in maintaining appropriate coordination among the various programs related to athletic services.
- Prepares and submits required reports and maintains appropriate records.
- Supports the goals and priorities of the District.
- Represents the District in a positive and professional manner.
- Performs other incidental tasks consistent with the goals and objectives of this position.
- Provides schools with necessary leadership that will enable all schools to develop their individual athletic programs to the fullest extent.
- Encourages schools to provide athletic opportunities to all students.
- Establishes annual athletic program goals and objectives.
- Implements an annual evaluation of the athletic program.
- Supports and participates in the implementation of the District's Strategic Plan.
- Utilizes appropriate strategies and problem solving tools to make decisions concerning planning, utilization of funds, delivering services, and evaluation of services provided.
- Performs other duties as assigned.

FLSA Status: Non-Exempt / Part-time

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

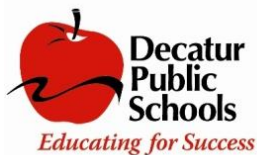
PHYSICAL DEMANDS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects. The work also requires the following physical abilities in order to perform the essential job functions: fingering, hearing, kneeling, mental acuity, reaching, repetitive motion, speaking, standing, talking, visual acuity, and walking.

WORKING CONDITIONS:

Employees in this position work in a safe and secure work environment that may periodically have unpredicted requirements or demands.

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Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Approval of Updates to School Board Policies
Initiated By: Todd Covault, EdD, Chief Operational Officer	Attachments: Updated Policies <ul style="list-style-type: none">• Section 02 – School Board• Section 05 – General Personnel• Section 07 – Students• Section 08 – Community Relations
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

The District's Policy Committee reviews Board policies to make adjustments based on current practices, needed changes to practices, and updates to reflect changes associated with new laws.

CURRENT CONSIDERATIONS:

The policies listed below were presented to the Board as a first reading on May 12 2020; and, are now being presented for approval.

- 2:125 – *School Board – Board Member Compensation; Expenses*
- 2:160 – *School Board – Board Attorney*
- 5:60 – *General Personnel - Expenses*
- 7:70 – *Students – Attendance and Truancy*
- 7:90 – *Students – Release During School Hours*
- 7:325 – *Students – Student Fundraising Activities*
- 8:10 – *Community Relations – Connection with the Community*
- 8:110 – *Community Relations – Public Suggestions and Concerns*

FINANCIAL CONSIDERATIONS:

N/A

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Updates to Policies from Section 02: School Board, Section 05: General Personnel, Section 07: Students and Section 08: Community Relations as presented.

RECOMMENDED ACTION:

☒ Approval
☐ Information
☐ Discussion

BOARD ACTION: _____

School Board

Board Member Compensation; Expenses

School Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of School District Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution. No later than approval of the annual budget and when necessary, the Superintendent or designee will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an expense advancement not used. If an expense advancement is not requested,

expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
 - a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.
 - b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.

- c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
 - d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
 - e. Taxis, airport limousines, ride sharing or other local transportation costs.
- 3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
 - 4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
 - 5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, *Expenses*, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.: 105 ILCS 5/10-20 and 5/10-22.32.
30 ILCS 708/, Government Accountability and Transparency Act.
50 ILCS 150/ Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

ADOPTED: May 13, 1997

REVISED: August 2004
April 14, 2009
August 26, 2014
December 13, 2016
May 26, 2020

School Board

Board Attorney

The School Board retain legal services with a specific attorney or law firms to be the Board Attorney(s). The Board Attorney represents the School Board in its capacity as the governing body for the School District. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter. The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, Executive Cabinet and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may authorize a specific member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF: Rule 1.7 (Conflict of Interest: Current Clients) and
Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct
adopted by the Ill., Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

ADOPTED: May 13, 1997

REVISED: August 26, 2014
October 13, 2015
May 26, 2020

General Personnel

Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution. Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. The District is not responsible for losses due to an employee's own negligence, losses due to normal wear, or losses due to theft, unless the theft was a result of the District's negligence. Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended.
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended.

Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Superintendent or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses by providing an estimation of expenses on the District's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the District's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Use of Credit and Procurement Cards

Credit and procurement card usage is governed by policy 4:55, *Use of Credit and Procurement Cards*.

Exceeding the Maximum Allowable Expense Amount(s)

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Registration

When possible, registration fees will be paid by the District in advance.

Travel

The least expensive method of travel will be used, provided that no hardship will be caused to the employee. Employees will be reimbursed for:

1. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required.

Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.

2. Rail or bus travel at actual cost. Rail or bus travel cost may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, ride sharing services, or other local transportation costs.

Meals

In accordance with Internal Revenue Service regulations, reimbursement for meals are non-compensatory only in conjunction with overnight lodging. Only meals in conjunction with an overnight trip shall be reimbursable. Employees traveling outside of the District may receive a daily per diem of \$60.00.

Lodging

Employees should request conference rate or mid-fare room accommodations. It is the expectation that employees traveling together share hotel rooms with sensitivity toward gender identities. The need for a separate hotel room due to medical issues or personal issues should be discussed and approved with the employee's direct supervisor in advance. Employees should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants

All grant-related travel expenses must be pre-approved by the Superintendent or designee.

Expenses for travel, including expenses for transportation, lodging, meals, and related items incurred by employees and charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must also meet the following requirements:

1. The participation of the employee is necessary to the award, and the costs are specifically related to the award.
2. Expenses must be permissible under the terms and conditions of the award.
3. Expenses must be reasonable and consistent with this policy.
4. The Board does not reimburse actual expenses or pay a per diem allowance unless the employee is on official *travel status* for more than 12 hours. However, employees remain eligible for mileage reimbursement (minus regular commuting mileage/costs) and other transportation expenses if on travel status less than 12 hours).
5. Expenses may be charged based on an actual cost basis or on a per diem basis in lieu of actual costs incurred; however, only one method may be applied per trip.
6. Commercial airfare costs in excess of the least expensive coach or economy class are prohibited except when such accommodations would: (1) require circuitous routing; (2) require travel during unreasonable hours; (3) excessively prolong travel; (4) result in additional costs that would offset transportation savings; or (5) offer accommodations not reasonably adequate for the traveler's medical needs. Qualifying circumstances must be explained on the expense form, and Board approval of the additional expense is required.

7. Per diem rates and actual reimbursement amounts for mileage, meals, and lodging may not exceed the rates established by the Governor's Travel Control Board or federal travel regulations, whichever is less. These limits do not apply when (1) an employee stays in the lowest-priced room available at or near a hotel where a conference or seminar is located or in accommodations arranged by the conference/seminar organization, or (2) lodging at or below the established rate is unavailable. In those cases, the employee will be reimbursed for actual lodging expenses with prior approval, but in no case will the reimbursement exceed 300% of the applicable maximum per diem rate. If a conference fee includes a meal, the meal or per diem allowance will be reduced by the actual value of the meal or the applicable meal allowance, whichever is less.
8. Employees must use the least expensive compact car available when using a rental car for travel, unless an exception is approved. The Board does not reimburse employees for collision damage waiver or theft insurance.
9. The Board will reimburse travel expenses not chargeable to an award from other District funds consistent with this policy.

LEGAL REF: 2 C.F.R. §200.474,
30 ILCS 708/130, Grant Accountability and Transparency Act.
50 ILCS 150/, Local Government Travel Expense Control Act.
105 ILCS 5/10-22.32
820 ILCS 115/9.5, Ill. Wage Payment and Collection Act.

CROSS REF: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

ADOPTED: June 10, 1997

REVISED: March 13, 2012
October 28, 2014
December 13, 2016
December 4, 2018
January 8, 2019
May 26, 2020

Students

Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age.

Subject to specific requirements in State Law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student, as deemed by the Board, voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade eight or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused

absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.

7. The identification of supportive services that may be offered to truant or chronically truant students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
10. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
11. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
12. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent or designee believes qualifies.
13. A process for a 17 year old resident to participate in the District's various programs and resources for truant students. The student must provide documentation of his/her dropout status for the previous six (6) months. A request from an individual 19 years of age or older to re enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
14. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

LEGAL REF.: 105 ILCS 5/26-1 through 16.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious

Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

ADOPTED: July 8, 1997

REVISED: February 26, 2002
March, 2007
December 2008
January 8, 2013
January 27, 2015
January 10, 2017
January 8, 2019
May 26, 2020

Students

Release During School Hours

For safety and security reasons, the prior written or oral consent of a student's custodial parent/guardian is required before a student is released from school: (1) at any time other than the regular dismissal times, and/or (2) to any person other than the custodial parent/guardian.

Early Dismissal Announcement

The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

Voting

The Superintendent or designee shall specify the hours during which students who are entitled to vote at a primary, general, or special election at which propositions are submitted to a popular vote in Illinois, may be absent from school for a period of two hours to vote. Students are entitled to be absent from school to vote beginning the 15th day before the primary, general, or special election, or any election at which propositions are submitted to a popular vote in Illinois, or on the day of such election.

LEGAL REF: 10 ILCS 5/7-42(b) and 5/17-15(b), Election Code

CROSS REF.: 4:170 (Safety)

ADOPTED: March 25, 1997

REVISED: March, 2007
September 11, 2012
January 27, 2015
May 26, 2020

Students

Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participating in fundraising efforts must be voluntary.
4. Student safety must be paramount.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property (e.g., tiles or bricks) or placement upon school property (e.g., posters or placards) must:
 - a. Develop viewpoint neutral guidelines for the creation of messages;
 - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
 - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

LEGAL REF.: 105 ILCS 5/10-20.19(3).
23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:90 (Activity Funds), 4:120 (Food Services), 8:80 (Gifts to the District), 8:90
(Parent Organizations and Booster Clubs)

ADOPTED: April 22, 1997

REVISED: November 8, 2005
May 22, 2012
January 27, 2015
October 13, 2015
May 26, 2020

Community Relations

Connection with the Community

Public Relations

The Board President is the official spokesperson for the School Board.

The Superintendent or designee is the District's chief spokesperson and shall plan and implement a District public relations program that will:

1. Develop community understanding of school operation.
2. Gather community attitudes and desires for the District.
3. Secure adequate financial support for a sound educational program.
4. Help the community feel a more direct responsibility for the quality of education provided by their schools.
5. Earn the community's good will, respect, and confidence.
6. Promote a genuine spirit of cooperation between the school and the community.
7. Keep the news media accurately informed.
8. Coordinate with the District Safety Coordinator to provide accurate and timely information to the appropriate individuals during an emergency.

The public relations program should include:

1. Regular news releases concerning District programs, policies, activities, and special event management for distribution by, for example, posting on the District website, using social media platforms, e.g., Facebook, Twitter, etc., or sending to the news media.
2. News conferences and interviews, as requested or needed. The Board President and Superintendent will coordinate their respective media relations efforts. Individuals may speak for the District only with prior approval from the Superintendent or designee.
3. Publications having a high quality of editorial content and effective format. All publications shall identify the District, school, department, or classroom and shall include the name of the Superintendent, the Building Principal, and/or the author and the publication date.
4. Other efforts that highlight the District's programs and activities.

Community Engagement

Community engagement is a process that the Board uses to actively involve diverse citizens in dialogue, deliberation, and collaborative thinking around common interests for the District's schools.

The Board, in consultation with the Superintendent, determines the purpose(s) and objective(s) of any community engagement initiative.

For each community engagement initiative:

1. The Board will:
 - a. Commit to the determined purpose(s) and objective(s), and
 - b. Provide information about the expected nature of the public's involvement.
2. The Superintendent will:

- a. Identify the effective tools and tactics that will advance the Board's purpose(s) and objective(s),
- b. At least annually, prepare a report for the community engagement initiative, and/or

Prepare a final report of the community engagement initiative.

The Board will periodically: (1) review whether its community engagement initiative(s) are achieving the identified purpose(s) and objective(s); (2) consider what, if any, modifications would improve effectiveness; and (3) determine whether to continue individual initiatives.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers)

ADOPTED: July 8, 1997

REVISED: September 12, 2006
October 28, 2014
October 13, 2015
May 26, 2020

Community Relations

Public Suggestions and Concerns

The School Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern by contacting any District or School office. Community members who e-mail the District or any District employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks*, and should, to the extent possible, limit their communications to relevant individuals. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merits.

An individual who is not satisfied may file a grievance under the Board policy 2:260, *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* creates an independent right to a hearing before the Board.

LEGAL REF: 115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:230 (Public Participation at School Board Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (Access to Electronics Networks), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

ADOPTED: July 8, 1997

REVISED: September, 2006
October 28, 2014
September 27, 2016
May 26, 2020



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Personnel Action
Initiated By: Deanne Hillman, Director of Human Resources and the Human Resources Department	Attachments: 8 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
From: Deanne Hillman
Human Resources Director
Date: May 21, 2020
Board Date: May 26, 2020
Re: Personnel Action

EMPLOYMENT RECOMMENDATIONS

TEACHERS:

Name	Position	Effective Date
Lyndi Elliott	Social Worker, MacArthur (<i>Pending Licensure</i>)	August 10, 2020
Kathleen Ferris	Spanish, Stephen Decatur	August 10, 2020
Destany Lucas	Business, Eisenhower	August 10, 2020
Julie Lauper	Social Worker, Dennis Lab (<i>Pending Licensure</i>)	August 10, 2020
Cheryl Vandervoorde	Pre-Kindergarten, Baum	August 10, 2020

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

TEACHING ASSISTANT:

Name	Position	Effective Date
Sheena Schwartz	Special Ed Assistant, Stephen Decatur, 6.25 hours per day	Stephen Decatur

TEMPORARY SUMMER ASSIGNMENT (NOT TO EXCEED 90 DAYS)

MAINTENANCE:

Name	Position	Effective Date
Deborah Boles	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020
Trevor Durand	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020
Curtiss Lindsey	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020
Johnny McClendon	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020

Kate McCray	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020
Matthew Morgret	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020
Casey Wilen	1st Shift Maintenance Worker, Part-time, Buildings & Grounds	May 28, 2020

SUMMER SCHOOL 2020

TEACHERS:

Name	Position	Effective Date
Megan Birt	Summer School Teacher - SMASH Camp Senior, Professional Development Institute	June 1, 2020
Kristine Boomer	Summer School Teacher - ESL, Professional Development Institute	June 1, 2020
Summer Boyd	Summer School Teacher - Grade 1, Professional Development Institute	June 1, 2020
Paige Brehm	High School Summer School APEX - General, MacArthur	June 1, 2020
Adam Carlisle	High School Summer School Drivers Education, Eisenhower	June 1, 2020
Tammy Carver	Summer School Teacher - Kindergarten, Professional Development Institute	June 1, 2020
Bobbi Clark	Summer School Teacher - Grade 5, Professional Development Institute	June 1, 2020
Michael Coziahr	High School Summer School APEX - General, Eisenhower	June 1, 2020
Carissa Craven	Summer School Teacher - SMASH Camp Senior, Professional Development Institute	June 1, 2020
Jaime Goodman	Summer School Teacher - Grade 3, Professional Development Institute	June 1, 2020
Judy Greenwood	High School Summer School Special Education Teacher, Eisenhower	June 1, 2020
Matt Grossman	Step up to Middle School - Math, Professional Development Institute	June 1, 2020

Casey Hannah	High School Summer School APEX - Math, Eisenhower	June 1, 2020
Marianne Hay	High School Summer School Special Education Teacher, MacArthur	June 1, 2020
Jacquelyn Hayes	High School Summer School Guidance Counselor, Eisenhower	June 1, 2020
Denita Hentz	Summer School Intervention Specialist, Grades 1-2, Professional Development Institute	June 1, 2020
Krista Hudson	High School Summer School APEX - General, Eisenhower	June 1, 2020
Ashley Jennings	Summer School Teacher - Grade 6, Professional Development Institute	June 1, 2020
Leslie Johnson	Step up to Middle School - ELA, Professional Development Institute	June 1, 2020
Sara Kelly	Step up to Kindergarten, Professional Development Institute	June 1, 2020
Stuart Leo	High School Summer School APEX Coordinator, Eisenhower	June 1, 2020
Stacey Long	Summer School Teacher - Grade 2, Professional Development Institute	June 1, 2020
Erin Miller	Step up to Kindergarten, Professional Development Institute	June 1, 2020
Dora Minnett	High School Summer School APEX - ELA, Eisenhower	June 1, 2020
Ryan Morgan	Summer School Teacher - Grade 7, Professional Development Institute	June 1, 2020
Tisha Neeley	Summer School Teacher - SMASH Camp Junior, Professional Development Institute	June 1, 2020
Megan Noel	Step up to Kindergarten, Professional Development Institute	June 1, 2020
Andrew Novak	High School Summer School Guidance Counselor, MacArthur	June 1, 2020

Diane Orr	Summer School Teacher - Grade 1, Professional Development Institute	June 1, 2020
Brett Palmer	High School Summer School APEX - Math, Eisenhower	June 1, 2020
Paula Patterson	High School Summer School APEX Coordinator, MacArthur	June 1, 2020
Daniel Peters	High School Summer School APEX - General, MacArthur	June 1, 2020
Brandon Phillips	High School Summer School APEX - ELA, MacArthur	June 1, 2020
Tara Pitt	Summer School Teacher - SMASH Camp Junior, Professional Development Institute	June 1, 2020
Melissa Prasun	Summer School Teacher - Kindergarten, Professional Development Institute	June 1, 2020
Kathleen Prine	Summer School Teacher - Grade 8, Professional Development Institute	June 1, 2020
Amanda Seider	High School Summer School APEX - General, Eisenhower	June 1, 2020
Shawn Todd	High School Summer School APEX - Math, MacArthur	June 1, 2020
Michelle Tucker	High School Summer School APEX - General, MacArthur	June 1, 2020
Andrew Wagers	High School Summer School Drivers Education, MacArthur	June 1, 2020
Marlo Willett	High School Summer School APEX - Math, MacArthur	June 1, 2020
Leslie Woolsey	Summer School Teacher - Grade 4, Professional Development Institute	June 1, 2020
Jennifer Young	High School Summer School APEX - ELA, MacArthur	June 1, 2020
Ann Zuehlke- Denoyer	High School Summer School APEX - ELA, Eisenhower	June 1, 2020

TRANSFERS**TEACHERS:**

Name	Position	Effective Date
Nathan Bohannon	From English, Eisenhower to Language Arts, Stephen Decatur	August 10, 2020
Susan Conway	From Grade 5, Hope Academy to Middle School Counselor, Hope Academy	August 10, 2020
Autumn Lourash	From Middle School Language Arts, Hope Academy to Grade 6, South Shores	August 10, 2020
Jaime Goodman	From Grade 3, Dennis Lab to Art, South Shores	August 10, 2020
Jewel Grady	From SEL, Baum to Grade 6, Baum	August 10, 2020
Shara Schutter	From Cross Categorical, MacArthur to Cross Categorical, Hope Academy	August 10, 2020
Theressa Tozer	From Pre K, Pershing at Oak Grove to Kindergarten, Parsons	August 10, 2020
Kristy Watrous	From Itinerant Planning, Muffley to Kindergarten, South Shores	August 10, 2020
Ann Zuehlke-Denoyer	From Cross Categorical, Eisenhower to English, Eisenhower	August 10, 2020

TEACHING ASSISTANTS:

Name	Position	Effective Date
Janet Loehr	From Library Media Assistant, Dennis Lab, 6 hours per day to Library Media Assistant, Dennis Lab, 5 hours per day	August 10, 2020

OUTREACH:

Name	Position	Effective Date
Pamela Jennings	From School/Family Liaison, Enterprise, 5.5 hours per day to School Family Liaison, Montessori Academy for Peace, 4.5 hours per day	August 10, 2020

CUSTODIAN:

Name	Position	Effective Date
Derek Brown	From 1st Shift Head Custodian, Durfee to 2nd Shift Custodian, Enterprise/MacArthur	May 27, 2020
Matthew Clark	From 1st Shift Head Custodian, Garfield to 1st Shift Head Custodian, South Shores	May 27, 2020

RESIGNATIONS**SUMMER CAMP 2020:**

Name	Position	Effective Date
Harl Hillman	Summer School Step up to Middle School Coordinator, Professional Development Institute	April 25, 2020

TEACHERS:

Name	Position	Effective Date
Courtney Barter	Early Childhood, Pershing	End of the 2019-2020 School Year
James Dawson	Itinerant Art, District Wide	End of the 2019-2020 School Year
Paul Marconi	Elementary PE, Oak Grove	End of the 2019-2020 School Year
Christy Worrell	Certified School Nurse, South Shores/Harris Alt Ed/SEAP	August 2, 2020

SCHEDULE B:

Name	Position	Effective Date
Michael DeMeio	High School Assistant Football Coach, MacArthur	April 30, 2020

TEACHING ASSISTANT:

Name	Position	Effective Date
Robin Hodge	Special Ed Assistant, Dennis Lab	End of the 2019-2020 School Year

MAINTENANCE:

Name	Position	Effective Date
Gilbert A. Stepney	Maintenance Worker, Buildings & Grounds	October 1, 2020

COMPENSATION RECOMMENDATIONS:

- The following staff members should be compensated **\$16.67** for participating in Leadership Training on May 18, 2020 at Hope:
Molly Miller Stacey Williams
William Miller Mary Rossi
Michelle Nixon Jessica Zavada
Kristina Sommer
- The following staff members should be compensated **\$16.67** for participating in Leadership Training on May 4, 2020 at Hope:
Molly Miller Stacey Williams
Michelle Nixon Jessica Zavada
William Miller Kristina Sommer
- The following staff members should be compensated for participating in Daily 5 Training on May 7, 2020 at Hope:

Molly Miller	\$100.00	Erin Miller	\$50.00
Evans Sanon	\$50.00	Michelle Nixon	\$50.00
Alyssa Conrad	\$50.00	Kristina Sommer	\$50.00
Susan Conway	\$50.00	Rajilla Sullivan	\$50.00
Kristina Donley	\$50.00	Stacey Williams	\$50.00
Ann Downey	\$50.00	Michelle Holsapple	\$50.00
Heather Groves	\$50.00	Tonyan Young	\$50.00
Lyndsay Lemanczyk	\$50.00	Carla Giberson	\$50.00
Kandice Michener	\$50.00		
- The following staff members should be compensated **\$150.00** for participating in January 3, 2020 Work Day on January 3, 2020 at Garfield:
Morgan Norsen Nicole Jones
Sarah Brice Barbara Nadler
Kimberly Smith Frances Swanberg
Joslyn Keathley Barbara Scarlett
Jennifer Roberson Temethia Joyner
Nathaniel Tallent Aubrey Jump
Rebecca Cordova Donovan Marschner
Sarah Pritts Tracey Daniels
Edward Pacquer Jill Hubbard
Sara Horchem
Kevin Jones

- The following staff member should be compensated **\$4,000.00** for the X-Step for his years of service to Decatur Public Schools:
Gilbert A Stepney

Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Approve Administrator Support Salary Recommendation
Initiated By: Dr. Todd Covault, Chief Operations Officer / Treasurer	Attachments: Administrator Support Salary Schedule; and List of Respective Administrators
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

Board Policy 3:50 – General School Administration – *Administrative Personnel Other Than the Superintendent*, guides Administration to make recommendations to the Board for salary adjustments annually during the March board meeting. Administration and the Board have been discussing Administrative Support wages during closed session in preparation for this final recommendation.

CURRENT CONSIDERATIONS:

The Consumer Price Index (CPI-U), a factor designating inflation used in Illinois schools, for the year ending December 2019 was 2.3%. The base salary was increased by 2.3%; no employee is recommended to receive less than the inflationary increase of 2.3%. The salary schedule structure recognizes step experience as 3/4th%.

There are seven employees off schedule: two (yellow) are beyond the 30 step schedule and provided 2.75% increases; three (pink) are high compared to the schedule and provided 2.3% increases; and two (salmon) that are low compared to the schedule. There are two positions (blue) that are To Be Determined, step five was used for estimating purposes.

FINANCIAL CONSIDERATIONS:

The overall cost for the administrator salary recommendation is \$3,251,217.80. The overall increase is \$46,851.80 or an increase of 1.46% over FY20. This modest overall increase is primarily due to the elimination of one position from administrative support. The recommendation includes Macon-Piatt administrative support employees; Macon-Piatt assumes the cost for their employees.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Salary Schedule and the Respective List of Administrative Wage Amounts for FY2020-21 as presented.

RECOMMENDED ACTION:

☒ Approval
☐ Information
☐ Discussion

BOARD ACTION: _____

Administrative Support FY 2020-21

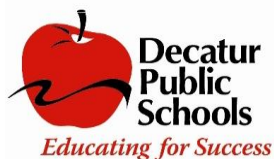
Position	Days	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
OT/PT Assistant	176	35,235	35,499	35,765	36,033	36,303	36,575	36,849	37,125	37,403	37,684	37,967	38,252	38,539	38,828	39,119	39,412	39,708	40,006
HR: Assistant	261	38,415	38,703	38,993	39,285	39,580	39,877	40,176	40,477	40,781	41,087	41,395	41,705	42,018	42,333	42,650	42,970	43,292	43,617
Coord: Fam Support Transition	224	40,271	40,573	40,877	41,184	41,493	41,804	42,118	42,434	42,752	43,073	43,396	43,721	44,049	44,379	44,712	45,047	45,385	45,725
Business Office Assistant	261	40,600	40,905	41,212	41,521	41,832	42,146	42,462	42,780	43,101	43,424	43,750	44,078	44,409	44,742	45,078	45,416	45,757	46,100
MIS Technician	261	40,600	40,905	41,212	41,521	41,832	42,146	42,462	42,780	43,101	43,424	43,750	44,078	44,409	44,742	45,078	45,416	45,757	46,100
EMS Level 1	261	40,600	40,905	41,212	41,521	41,832	42,146	42,462	42,780	43,101	43,424	43,750	44,078	44,409	44,742	45,078	45,416	45,757	46,100
Coord: Student Intervention	220	40,127	40,428	40,731	41,036	41,344	41,654	41,966	42,281	42,598	42,917	43,239	43,563	43,890	44,219	44,551	44,885	45,222	45,561
Coord: Medicaid/Home Study	261	41,629	41,941	42,256	42,573	42,892	43,214	43,538	43,865	44,194	44,525	44,859	45,195	45,534	45,876	46,220	46,567	46,916	47,268
HR: Analyst	261	44,020	44,350	44,683	45,018	45,356	45,696	46,039	46,384	46,732	47,082	47,435	47,791	48,149	48,510	48,874	49,241	49,610	49,982
Coord: Dig Multi Media & Sp Proj	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Coord: Innovative Programs	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Arts Education Specialist	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Payroll Analyst	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Coord: Human Resources	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Coord: Information Technology	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
HR: Recruitment Specialist	261	46,833	47,184	47,538	47,895	48,254	48,616	48,981	49,348	49,718	50,091	50,467	50,846	51,227	51,611	51,998	52,388	52,781	53,177
Student Behavioral Interventionist	200	36,444	36,717	36,992	37,269	37,549	37,831	38,115	38,401	38,689	38,979	39,271	39,566	39,863	40,162	40,463	40,766	41,072	41,380
Superintendent Secretary	261	52,160	52,551	52,945	53,342	53,742	54,145	54,551	54,960	55,372	55,787	56,205	56,627	57,052	57,480	57,911	58,345	58,783	59,224
Assistive Technology	261	52,160	52,551	52,945	53,342	53,742	54,145	54,551	54,960	55,372	55,787	56,205	56,627	57,052	57,480	57,911	58,345	58,783	59,224
MIS Analyst	261	52,160	52,551	52,945	53,342	53,742	54,145	54,551	54,960	55,372	55,787	56,205	56,627	57,052	57,480	57,911	58,345	58,783	59,224
EMS Level 2	261	52,160	52,551	52,945	53,342	53,742	54,145	54,551	54,960	55,372	55,787	56,205	56,627	57,052	57,480	57,911	58,345	58,783	59,224
Research Dev/Eval Analyst	261	52,160	52,551	52,945	53,342	53,742	54,145	54,551	54,960	55,372	55,787	56,205	56,627	57,052	57,480	57,911	58,345	58,783	59,224
Coord: District Early Childhood	224	45,999	46,344	46,692	47,042	47,395	47,750	48,108	48,469	48,833	49,199	49,568	49,940	50,315	50,692	51,072	51,455	51,841	52,230
Coord: PreK Family Services	224	45,999	46,344	46,692	47,042	47,395	47,750	48,108	48,469	48,833	49,199	49,568	49,940	50,315	50,692	51,072	51,455	51,841	52,230
Custodian Foreman	261	55,349	55,764	56,182	56,603	57,028	57,456	57,887	58,321	58,758	59,199	59,643	60,090	60,541	60,995	61,452	61,913	62,377	62,845
Electronics Technician	261	55,349	55,764	56,182	56,603	57,028	57,456	57,887	58,321	58,758	59,199	59,643	60,090	60,541	60,995	61,452	61,913	62,377	62,845
Dropout Prevention Coordinator	220	49,713	50,086	50,462	50,840	51,221	51,605	51,992	52,382	52,775	53,171	53,570	53,972	54,377	54,785	55,196	55,610	56,027	56,447
Substance Abuse & Mental Health Proj Mngr	261	61,462	61,923	62,387	62,855	63,326	63,801	64,280	64,762	65,248	65,737	66,230	66,727	67,227	67,731	68,239	68,751	69,267	69,787
EMS Level 3	261	65,039	65,527	66,018	66,513	67,012	67,515	68,021	68,531	69,045	69,563	70,085	70,611	71,141	71,675	72,213	72,755	73,301	73,851
Coord: Budgets/Accounting	261	65,151	65,640	66,132	66,628	67,128	67,631	68,138	68,649	69,164	69,683	70,206	70,733	71,263	71,797	72,335	72,878	73,425	73,976
Coord: Purchasing	261	65,151	65,640	66,132	66,628	67,128	67,631	68,138	68,649	69,164	69,683	70,206	70,733	71,263	71,797	72,335	72,878	73,425	73,976
Coord: African American Scholars	240	66,420	66,918	67,420	67,926	68,435	68,948	69,465	69,986	70,511	71,040	71,573	72,110	72,651	73,196	73,745	74,298	74,855	75,416
Coord: Instructional Specialist	240	64,927	65,414	65,905	66,399	66,897	67,399	67,904	68,413	68,926	69,443	69,964	70,489	71,018	71,551	72,088	72,629	73,174	73,723
Supervisor of Custodians	261	66,770	67,271	67,776	68,284	68,796	69,312	69,832	70,356	70,884	71,416	71,952	72,492	73,036	73,584	74,136	74,692	75,252	75,816
Coord: Transportation	261	68,717	69,232	69,751	70,274	70,801	71,332	71,867	72,406	72,949	73,496	74,047	74,602	75,162	75,726	76,294	76,866	77,442	78,023
Coord: Payroll	261	68,717	69,232	69,751	70,274	70,801	71,332	71,867	72,406	72,949	73,496	74,047	74,602	75,162	75,726	76,294	76,866	77,442	78,023
Maintenance Foreman	261	68,717	69,232	69,751	70,274	70,801	71,332	71,867	72,406	72,949	73,496	74,047	74,602	75,162	75,726	76,294	76,866	77,442	78,023
Research Development/Evaluation Senior Analy	261	69,385	69,905	70,429	70,957	71,489	72,025	72,565	73,109	73,657	74,209	74,766	75,327	75,892	76,461	77,034	77,612	78,194	78,780
Audiologist/OT/PT	190	71,985	72,525	73,069	73,617	74,169	74,725	75,285	75,850	76,419	76,992	77,569	78,151	78,737	79,328	79,923	80,522	81,126	81,734
Coord: Instructional Technology	220	76,841	77,417	77,998	78,583	79,172	79,766	80,364	80,967	81,574	82,186	82,802	83,423	84,049	84,679	85,314	85,954	86,599	87,248
Assessment Administrator	261	77,820	78,404	78,992	79,584	80,181	80,782	81,388	81,998	82,613	83,233	83,857	84,486	85,120	85,758	86,401	87,049	87,702	88,360
Network Administrator	261	77,820	78,404	78,992	79,584	80,181	80,782	81,388	81,998	82,613	83,233	83,857	84,486	85,120	85,758	86,401	87,049	87,702	88,360
Board Secretary Stipend		12,500																	

FY 2020-21

Position	Days	19	20	21	22	23	24	25	26	27	28	29	30
OT/PT Assistant	176	40,306	40,608	40,913	41,220	41,529	41,840	42,154	42,470	42,789	43,110	43,433	43,759
HR: Assistant	261	43,944	44,274	44,606	44,941	45,278	45,618	45,960	46,305	46,652	47,002	47,355	47,710
Coord: Fam Support Transition	224	46,068	46,414	46,762	47,113	47,466	47,822	48,181	48,542	48,906	49,273	49,643	50,015
Business Office Assistant	261	46,446	46,794	47,145	47,499	47,855	48,214	48,576	48,940	49,307	49,677	50,050	50,425
MIS Technician	261	46,446	46,794	47,145	47,499	47,855	48,214	48,576	48,940	49,307	49,677	50,050	50,425
EMS Level 1	261	46,446	46,794	47,145	47,499	47,855	48,214	48,576	48,940	49,307	49,677	50,050	50,425
Coord: Student Intervention	220	45,903	46,247	46,594	46,943	47,295	47,650	48,007	48,367	48,730	49,095	49,463	49,833
Coord: Medicaid/Home Study	261	47,623	47,980	48,340	48,703	49,068	49,436	49,807	50,181	50,557	50,936	51,318	51,703
HR: Analyst	261	50,357	50,735	51,116	51,499	51,885	52,274	52,666	53,061	53,459	53,860	54,264	54,671
Coord: Dig Multi Media & Sp Proj	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Coord: Innovative Programs	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Arts Education Specialist	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Payroll Analyst	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Coord: Human Resources	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Coord: Information Technology	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
HR: Recruitment Specialist	261	53,576	53,978	54,383	54,791	55,202	55,616	56,033	56,453	56,876	57,303	57,733	58,166
Student Behavioral Interventionist	200	41,690	42,003	42,318	42,635	42,955	43,277	43,602	43,929	44,258	44,590	44,924	45,261
Superintendent Secretary	261	59,668	60,116	60,567	61,021	61,479	61,940	62,405	62,873	63,345	63,820	64,299	64,781
Assistive Technology	261	59,668	60,116	60,567	61,021	61,479	61,940	62,405	62,873	63,345	63,820	64,299	64,781
MIS Analyst	261	59,668	60,116	60,567	61,021	61,479	61,940	62,405	62,873	63,345	63,820	64,299	64,781
EMS Level 2	261	59,668	60,116	60,567	61,021	61,479	61,940	62,405	62,873	63,345	63,820	64,299	64,781
Research Dev/Eval Analyst	261	59,668	60,116	60,567	61,021	61,479	61,940	62,405	62,873	63,345	63,820	64,299	64,781
Coord: District Early Childhood	224	52,622	53,017	53,415	53,816	54,220	54,627	55,037	55,450	55,866	56,285	56,707	57,132
Coord: PreK Family Services	224	52,622	53,017	53,415	53,816	54,220	54,627	55,037	55,450	55,866	56,285	56,707	57,132
Custodian Foreman	261	63,316	63,791	64,269	64,751	65,237	65,726	66,219	66,716	67,216	67,720	68,228	68,740
Electronics Technician	261	63,316	63,791	64,269	64,751	65,237	65,726	66,219	66,716	67,216	67,720	68,228	68,740
Dropout Prevention Coordinator	220	56,870	57,297	57,727	58,160	58,596	59,035	59,478	59,924	60,373	60,826	61,282	61,742
Substance Abuse & Mental Health Proj Mngr	261	70,310	70,837	71,368	71,903	72,442	72,985	73,532	74,083	74,639	75,199	75,763	76,331
EMS Level 3	261	74,405	74,963	75,525	76,091	76,662	77,237	77,816	78,400	78,988	79,580	80,177	80,778
Coord: Budgets/Accounting	261	74,531	75,090	75,653	76,220	76,792	77,368	77,948	78,533	79,122	79,715	80,313	80,915
Coord: Purchasing	261	74,531	75,090	75,653	76,220	76,792	77,368	77,948	78,533	79,122	79,715	80,313	80,915
Coord: African American Scholars	240	75,982	76,552	77,126	77,704	78,287	78,874	79,466	80,062	80,662	79,442	80,038	80,638
Coord: Instructional Specialist	240	74,276	74,833	75,394	75,959	76,529	77,103	77,681	78,264	78,851	81,267	81,877	82,491
Supervisor of Custodians	261	76,385	76,958	77,535	78,117	78,703	79,293	79,888	80,487	81,091	81,699	82,312	82,929
Coord: Transportation	261	78,608	79,198	79,792	80,390	80,993	81,600	82,212	82,829	83,450	84,076	84,707	85,342
Coord: Payroll	261	78,608	79,198	79,792	80,390	80,993	81,600	82,212	82,829	83,450	84,076	84,707	85,342
Maintenance Foreman	261	78,608	79,198	79,792	80,390	80,993	81,600	82,212	82,829	83,450	84,076	84,707	85,342
Research Development/Evaluation Senior Analy	261	79,371	79,966	80,566	81,170	81,779	82,392	83,010	83,633	84,260	84,892	85,529	86,170
Audiologist/OT/PT	190	82,347	82,965	83,587	84,214	84,846	85,482	86,123	86,769	87,420	88,076	88,737	89,403
Coord: Instructional Technology	220	87,902	88,561	89,225	89,894	90,568	91,247	91,931	92,620	93,315	94,015	94,720	95,430
Assessment Administrator	261	89,023	89,691	90,364	91,042	91,725	92,413	93,106	93,804	94,508	95,217	95,931	96,650
Network Administrator	261	89,023	89,691	90,364	91,042	91,725	92,413	93,106	93,804	94,508	95,217	95,931	96,650
Board Secretary Stipend													

Name	Description		FTE	STEP	FY21
LANE, SABRINA A	OT ASSISTANT	MP SPED	1.0000	6	36,575.00
REEDY, MAIRI	OT ASSISTANT	MP SPED	1.0000	8	37,125.00
RANSONE, FRANCES M	OT ASSISTANT	MP SPED	1.0000	13	38,539.00
GUMBEL, KATHLEEN S	OT ASSISTANT	MP SPED	1.0000	18	40,006.00
ZILZ, CAROL JEAN	OT ASSISTANT	MP SPED	1.0000	23	42,540.00
THOMAS, KIA A	PT ASSISTANT	MP SPED	1.0000	23	42,540.00
HALLIBURTON, CAMESHA R	PAYROLL SUPERVISOR	KEIL	0.2000	10	14,699.20
HALLIBURTON, CAMESHA R	HR: ANALYST	KEIL	0.8000	10	37,665.60
HAMMEL, ALEXANDRA	COORD: FAM SUPPORT TRANSITION	STUDENT SERVICES	1.0000	7	42,118.00
SOMMER, JENNIFER	BUSINESS SECRETARY	KEIL	1.0000	16	45,416.00
HOANG, HENRY	EMS 1	TECHNOLOGY	1.0000	1	40,600.00
JELKS, HELENIA N	EMS 1	TECHNOLOGY	1.0000	17	45,757.00
SEBECKIS, AMY L	EMS 1	TECHNOLOGY	1.0000	11	43,750.00
TBD	EMS 1	TECHNOLOGY	1.0000	5	41,832.00
TBD	EMS 1	TECHNOLOGY	1.0000	5	41,832.00
FORBES, MATTHEW L	TECH 1	TECHNOLOGY	1.0000	2	40,905.00
HOTWICK, DIANA	HR: ANALYST	KEIL	1.0000	13	48,149.00
TULL, JODI	COORD: STUDENT INTERVENTION	STUDENT SERVICES	1.0000	9	42,598.00
VIETH, VICKIE L	COORD: MEDICAID/HOME STUDY	MP SPED	1.0000	15	46,220.00
O'CONNOR, SHANNON C	STUDENT BEHAV INTERVENTIONIST	HARRIS	1.0000	2	36,717.00
NOVAK, MEAGAN A	STUDENT BEHAV INTERVENTIONIST	STUDENT SERVICES	1.0000	5	37,549.00
WICKLINE, TRACY N	STUDENT BEHAV INTERVENTIONIST	STUDENT SERVICES	1.0000	17	41,072.00
CLONEY, COLIN J	CORRD: DIGITAL MEDIA/PROJECTS	KEIL	1.0000	10	50,091.00
RISBY, LESLIE L	COORD: INNOVATIVE PROGRAMS	KEIL	1.0000	26	56,453.00
JAEGER-TAYLOR, MARIE	ARTS INSTRUCTIONAL COORDINATOR	KEIL	1.0000	30	58,166.00
HULVA, KIMBERLY S	COORD: BENEFITS	KEIL	1.0000	23	54,436.00
JARRETT, SEVIE L	COORD: HUMAN RESOURCES	KEIL	1.0000	19	53,576.00
EDMONSON, WHITNEY C	COORD: INFO TECH	TECH	1.0000	4	47,895.00
OWENS, JEFFONNE L	SPECIALIST: RECRUIT/RETAIN	KEIL	1.0000	8	49,348.00
BRADFORD, MELISSA R	EXECUTIVE SECRETARY	KEIL	1.0000	14	57,480.00
BRADFORD, MELISSA R	BOARD STIPEND	KEIL	n/a		12,500.00

ROBINSON, JAMES A	IT TECHNICIAN	MP SPED	1.0000	19	58,903.00
BONDS, NAREGIS	ANALYST 2	TECH	1.0000	3	52,945.00
ACKLEY, DYLAN A	ANALYST 2	TECH	1.0000	2	52,551.00
BLAIR, STEPHEN F	EMS LEVEL 2	TECH	1.0000	5	53,742.00
HELM, BRYLAN H	EMS LEVEL 2	TECH	1.0000	3	52,945.00
BANNER, DIONDRIA	RESEARCH DEV EVAL ANALYST	PDI	1.0000	6	54,145.00
MATTHEWS, CAMISHA	RESEARCH DEV EVAL ANALYST	PDI	1.0000	12	56,627.00
GREGURICH, MEGHAN K	COORDINATOR PRE-KINDERGARTEN	PERSHING	1.0000	5	47,395.00
BARNEY, KELSI R	COORDINATOR - FAMILY SERVICES	PERSHING	1.0000	6	47,750.00
GREEN, CRAIG L	FOREMAN - CUSTODIAN	B&G	1.0000	6	57,456.00
JOHNSON, MITCHELL L	FOREMAN - CUSTODIAN	B&G	1.0000	7	57,887.00
BARNETT, P CHRIS	ELECTRONIC REPAIR	B&G	1.0000	34	69,626.00
SMITH, BLAKE A	EMSD/TECH SUPPORT LEVEL 3	TECH	1.0000	8	68,531.00
TUGGLE, JENNIFER	EMSD/TECH SUPPORT LEVEL 3	TECH	1.0000	22	76,091.00
JONES, LISA	ACCOUNTING SUPERVISOR	KEIL	1.0000	11	70,206.00
WATSON, JOANIE L	COORDINATOR OF PURCHASING	KEIL	1.0000	22	76,220.00
HAMPTON, JUSTIN	COOR: AFR AMERICAN SCHOLARS	EISENHOWER	1.0000	8	69,986.00
HARDING, CHRISTELLE G	COORD: TCHR INSTRUCT SPECIALIST	PDI	1.0000	24	78,874.00
BALES, STEPHANIE	PAYROLL SUPERVISOR	KEIL	1.0000	21	79,792.00
HAINLINE, DANNY F	FOREMAN - MAINTENANCE	B&G	1.0000	18	78,023.00
BURROWS, GWEN M	SENIOR RESEARCH ANALYST	PDI	1.0000	33	85,365.00
FITZGERALD, ALYSSA D	AUDIOLOGIST	MP SPED	1.0000	7	75,285.00
ENGELGAU, SUSAN L	OCCUPATIONAL THERAPIST	MP SPED	1.0000	19	82,347.00
STINE, JENNIFER E	OCCUPATIONAL THERAPIST	MP SPED	1.0000	28	91,443.00
HELD, ANGELA	PHYSICAL THERAPIST	MP SPED	1.0000	23	84,846.00
DAVIDSON, SCOTT K	COORD: INSTRUCT TECHNOLOGY	PDI	1.0000	13	84,049.00
MOORE, TERI M	ASSESSMENT ADMINISTRATOR	PDI	1.0000	11	83,857.00
LINDSEY, ANTHONY M	NETWORK MANAGER	TECH	1.0000	5	80,181.00
					3,251,217.80



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: APEX Digital Curriculum License
Initiated By: Dr. Joshua Peters, Director of Curriculum and Instruction-Secondary	Attachments: SOPQ - Decatur PS - All C DW + DW T - 05.12.20
Reviewed By: Dr. Paul Fregeau, Superintendent	

CURRENT CONSIDERATIONS:

APEX courses is the digital curriculum that we use to help provide credit recovery opportunity to our students. Unlimited licenses provide us with the opportunity to meet the needs of multiple students at the same time regardless of their needs. The tutorials is a digital curriculum component that helps provide additional support and intervention opportunities for students while they are still taking a course for first time credit in a classroom with a teacher and helps that teacher be able to assign individual interventions based on student need. APEX has agreed to match the same pricing that they gave us last year for an additional year and includes Professional Services (Professional Development) to help our teachers to be able to most effectively use this tool to support our students.

FINANCIAL CONSIDERATIONS:

The quote is for the amount of \$107,440 and will be funded from the existing District's Instructional Materials budget.

STAFF RECOMMENDATION:

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

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



1215 Fourth Ave, Suite 1500
Seattle, WA 98161

Quote Number 00004985

5/12/2020

Decatur Public Schools

101 W Cerro Gordo St

Decatur, IL 62523

United States

Digital Curriculum Solution

Product Description	One-time Discount (%)	Volume Discount (%)	Total Price
Courses: Unlimited enrollments for all students district wide	20.00	94.00	\$49,320.00
Tutorials: Unlimited enrollments for all students district wide	20.00	81.25	\$49,320.00
Professional Services; Full day; Onsite			\$8,800.00
Grand Total			\$107,440.00

Order Period

Order Start Date 6/4/2020

Order End Date 6/3/2021

Prices above do not include any applicable sales or other taxes.

The purchase of the digital curriculum solution in this quote is subject to the Apex Learning Terms & Conditions available at:
<https://www.apexlearning.com/ClientAT>.

Please email the signed quote and a purchase order to salesdocs@apexlearning.com or fax to (206) 381-5601.
Thank you for your consideration of an Apex Learning digital learning solution.

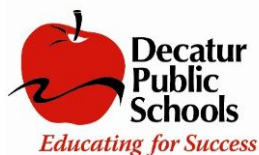
Your Apex Learning Account Executive,

Michelle Knoll

Quote Acceptance

Signature: _____ Date: _____

Printed Name: _____ Title: _____



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: Purchase of E-Rate Network Equipment
Initiated By: Maurice Payne, Director of Information Technology	Attachments: Purchase of E-Rate Network Equipment – Presidio Quote
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

Meraki has released upgraded access points build to handle high density environments with performance intensive applications that include voice and high-definition video. Upgrading the access points will improve the Wi-Fi connectivity, improve network performance, and improve the overall learning experience for students and staff.

CURRENT CONSIDERATIONS:

Access Points would be updated at the following locations: Eisenhower, MacArthur, Baum, Enterprise, Parsons, and Dennis Mosaic. Eisenhower and MacArthur would also get updated wireless access controllers. This device controls all the access points throughout the high schools. This purchase was not bid as it falls under the data processing exemption.

FINANCIAL CONSIDERATIONS:

The current 5-year E-Rate cycle has been extended to a sixth year. The additional funds available must be spent for the 2020/2021 school year.

This purchase would be paid by E-Rate funding at 85% for a total of \$288,313.10. DPS will be responsible for the other 15%, or \$50,878.78. The districts portion would be paid from the 2020/2021 IT Budget.

The total cost of this purchase is \$339,191.88.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the Purchase of E-Rate Network Equipment from Presidio in the amount of \$339,191.88 as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION:_____

TO: Decatur Public School District 61
Maurice Payne
101 W Cerro Gordo St
Decatur, IL 62523

mpayne@dps61.org
(p) 2174243085

FROM: Presidio Networked Solutions Group, LLC
Tadd Gerst
401 SW Water St
Suite 601
Peoria, IL 61602

tgerst@presidio.com
(p) 309.306.7833

BILL TO: Decatur Public School District #61

101 West Cerro Gordo
Decatur, IL 62523

SHIP TO: Decatur Public School District #61

300 Eldorado
Decatur, IL 62523

Customer#: DECAT009
Account Manager: Tadd Gerst
Inside Sales Rep: Amy Peterson
Title: Erate 2020 - Meraki Wireless

#	Part #	Description	Unit Price	Qty	Ext Price
Baum Elementary					
1	MR45-HW	Meraki MR45 Cloud Managed Indoor AP	\$753.48	29	\$21,850.92
2	MR55-HW	Meraki MR55 Cloud Managed Indoor AP	\$961.48	2	\$1,922.96
3	LIC-ENT-3YR	Meraki MR Enterprise License, 3YR	\$156.00	31	\$4,836.00
Total (Baum Elementary):					\$28,609.88
Enterprise Elementary					
4	MR45-HW	Meraki MR45 Cloud Managed Indoor AP	\$753.48	27	\$20,343.96
5	MR55-HW	Meraki MR55 Cloud Managed Indoor AP	\$961.48	4	\$3,845.92
6	LIC-ENT-3YR	Meraki MR Enterprise License, 3YR	\$156.00	31	\$4,836.00
Total (Enterprise Elementary):					\$29,025.88
Parsons Elementary					
7	MR45-HW	Meraki MR45 Cloud Managed Indoor AP	\$753.48	30	\$22,604.40
8	MR55-HW	Meraki MR55 Cloud Managed Indoor AP	\$961.48	3	\$2,884.44
9	LIC-ENT-3YR	Meraki MR Enterprise License, 3YR	\$156.00	33	\$5,148.00
Total (Parsons Elementary):					\$30,636.84
Dennis Elementary					
10	MR45-HW	Meraki MR45 Cloud Managed Indoor AP	\$753.48	34	\$25,618.32
11	MR55-HW	Meraki MR55 Cloud Managed Indoor AP	\$961.48	4	\$3,845.92
12	LIC-ENT-3YR	Meraki MR Enterprise License, 3YR	\$156.00	38	\$5,928.00
Total (Dennis Elementary):					\$35,392.24

Eisenhower High					
13	EDU-C9800-L-F-K9	EDU SKU - Cisco C9800-L Wireless Controller_Fiber Uplink	\$4,940.00	2	\$9,880.00
14	LIC-C9800-DTLS-K9	Cisco Catalyst 9800 Series Wireless Controller DTLS License	\$0.00	2	\$0.00
15	SC9800LK9-1612	C9800L UNIVERSAL (NETWORK ESSENTIALS)	\$0.00	2	\$0.00
16	C9800L-RMNT	C9800 Wireless Controller Rack Mount Tray	\$117.00	2	\$234.00
17	C9800-AC-110W	Cisco Catalyst 9800 L Wireless Controller Power Supply	\$0.00	2	\$0.00
18	CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$0.00	2	\$0.00
19	CON-SW-EDUC98LF	SNTC-NO RMA EDU SKU - Cisco C9800-L Wireless Control	\$2,106.30	2 for 36 mo(s)	\$4,212.60
20	AIR-DNA-EDU	EDU CISCO DNA for Wireless - CHOOSE ONLY QTY 1 HERE	\$0.00	1	\$0.00
21	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	\$0.00	75	\$0.00
22	D-CISCODNAS-SEE-3Y	Cisco DNA Spaces See Term 3Y	\$0.00	75	\$0.00
23	AIR-DNA-A-T	Aironet AP License Term Licenses	\$0.00	75	\$0.00
24	AIR-DNA-A-T-3Y	Aironet CISCO DNA Advantage 3 Year Term License	\$0.00	75	\$0.00
25	WLC-AP-T	Aironet AP License Term Licenses	\$0.00	75	\$0.00
26	WLC-AP-T-3Y	Aironet AP License 3 Year Term License	\$0.00	75	\$0.00
27	PI-LFAS-AP-T	Prime AP Term Licenses	\$0.00	75	\$0.00
28	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	\$0.00	75	\$0.00
29	AIR-DNA-NWSTACK-A	AIR CISCO DNA Perpetual Network Stack	\$0.00	75	\$0.00
30	AIR-DNA-EDU-A	EDU Aironet CISCO DNA Advantage Term Licenses	\$0.00	75	\$0.00
31	EDU-DNA-A-3Y	CISCO DNA Advantage Term Licenses for EDU SKUs - 3 Years	\$275.40	75	\$20,655.00
32	AIR-DNA-TRK-3Y	CISCO DNA Wireless Term Tracker 3Y	\$0.00	1	\$0.00
33	C9130AXI-B-EDU	Cisco Catalyst 9130AX Series - EDU	\$1,014.90	35	\$35,521.50
34	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	\$0.00	35	\$0.00
35	AIR-AP-T-RAIL-R	Ceiling Grid Clip for Aironet APs - Recessed Mount (Default)	\$0.00	35	\$0.00
36	AIR-AP-BRACKET-1	802.11 AP Low Profile Mounting Bracket (Default)	\$0.00	35	\$0.00
37	SW9130AX-CAPWAP-K9	Capwap software for Catalyst 9130AX	\$0.00	35	\$0.00
38	PROMO-A-C9130	Aironet AP License Term Licenses For Tracking	\$0.00	35	\$0.00
39	PROMO-A-3Y-C9130	C9130AX CISCO DNA Advantage 3 Year Tracking SKU	\$0.00	35	\$0.00
40	AIRDNA-EDU-A-PROMO	EDU Aironet CISCO PROMO DNA AdvantageTerm Wireless	\$0.00	35	\$0.00
41	DNA-A-PROMO-3Y	Aironet CISCO PROMO DNA Advantage Term Licenses	\$204.00	35	\$7,140.00
42	WLC-AP-T	Aironet AP License Term Licenses	\$0.00	35	\$0.00

43	WLC-AP-T-3Y	Aironet AP License 3 Year Term License	\$0.00	35	\$0.00
44	PI-LFAS-AP-T	Prime AP Term Licenses	\$0.00	35	\$0.00
45	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	\$0.00	35	\$0.00
46	AIR-DNA-A-T	Aironet AP License Term Licenses	\$0.00	35	\$0.00
47	AIR-DNA-A-T-3Y	Aironet CISCO DNA Advantage 3 Year Term License	\$0.00	35	\$0.00
48	AIR-DNA-NWSTACK-A	AIR CISCO DNA Perpetual Network Stack	\$0.00	35	\$0.00
49	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	\$0.00	35	\$0.00
50	D-CISCODNAS-SEE-3Y	Cisco DNA Spaces See Term 3Y	\$0.00	35	\$0.00
51	CON-SNT-C9130EDI	SNTC-8X5XNBD Cisco Catalyst 9130AX Series - EDU	\$176.40	35 for 36 mo(s)	\$6,174.00
Total (Eisenhower High):					\$83,817.10
MacArthur High					
52	AIR-DNA-EDU	EDU CISCO DNA for Wireless - CHOOSE ONLY QTY 1 HERE	\$0.00	1	\$0.00
53	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	\$0.00	75	\$0.00
54	D-CISCODNAS-SEE-3Y	Cisco DNA Spaces See Term 3Y	\$0.00	75	\$0.00
55	AIR-DNA-A-T	Aironet AP License Term Licenses	\$0.00	75	\$0.00
56	AIR-DNA-A-T-3Y	Aironet CISCO DNA Advantage 3 Year Term License	\$0.00	75	\$0.00
57	WLC-AP-T	Aironet AP License Term Licenses	\$0.00	75	\$0.00
58	WLC-AP-T-3Y	Aironet AP License 3 Year Term License	\$0.00	75	\$0.00
59	PI-LFAS-AP-T	Prime AP Term Licenses	\$0.00	75	\$0.00
60	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	\$0.00	75	\$0.00
61	AIR-DNA-NWSTACK-A	AIR CISCO DNA Perpetual Network Stack	\$0.00	75	\$0.00
62	AIR-DNA-EDU-A	EDU Aironet CISCO DNA Advantage Term Licenses	\$0.00	75	\$0.00
63	EDU-DNA-A-3Y	CISCO DNA Advantage Term Licenses for EDU SKUs - 3 Years	\$275.40	75	\$20,655.00
64	AIR-DNA-TRK-3Y	CISCO DNA Wireless Term Tracker 3Y	\$0.00	1	\$0.00
65	C9130AXI-B-EDU	Cisco Catalyst 9130AX Series - EDU	\$1,014.90	35	\$35,521.50
66	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	\$0.00	35	\$0.00
67	AIR-AP-T-RAIL-R	Ceiling Grid Clip for Aironet APs - Recessed Mount (Default)	\$0.00	35	\$0.00
68	AIR-AP-BRACKET-1	802.11 AP Low Profile Mounting Bracket (Default)	\$0.00	35	\$0.00
69	SW9130AX-CAPWAP-K9	Capwap software for Catalyst 9130AX	\$0.00	35	\$0.00
70	PROMO-A-C9130	Aironet AP License Term Licenses For Tracking	\$0.00	35	\$0.00
71	PROMO-A-3Y-C9130	C9130AX CISCO DNA Advantage 3 Year Tracking SKU	\$0.00	35	\$0.00

72	AIRDNA-EDU-A-PROMO	EDU Aironet CISCO PROMO DNA AdvantageTerm Wireless	\$0.00	35	\$0.00
73	DNA-A-PROMO-3Y	Aironet CISCO PROMO DNA Advantage Term Licenses	\$204.00	35	\$7,140.00
74	WLC-AP-T	Aironet AP License Term Licenses	\$0.00	35	\$0.00
75	WLC-AP-T-3Y	Aironet AP License 3 Year Term License	\$0.00	35	\$0.00
76	PI-LFAS-AP-T	Prime AP Term Licenses	\$0.00	35	\$0.00
77	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	\$0.00	35	\$0.00
78	AIR-DNA-A-T	Aironet AP License Term Licenses	\$0.00	35	\$0.00
79	AIR-DNA-A-T-3Y	Aironet CISCO DNA Advantage 3 Year Term License	\$0.00	35	\$0.00
80	AIR-DNA-NWSTACK-A	AIR CISCO DNA Perpetual Network Stack	\$0.00	35	\$0.00
81	D-CISCODNAS-SEE-T	Cisco DNA Spaces See Term License for Cisco DNA	\$0.00	35	\$0.00
82	D-CISCODNAS-SEE-3Y	Cisco DNA Spaces See Term 3Y	\$0.00	35	\$0.00
83	CON-SNT-C9130EDI	SNTC-8X5XNBD Cisco Catalyst 9130AX Series - EDU	\$176.40	35 for 36 mo(s)	\$6,174.00
Total (MacArthur High):					\$69,490.50
Presidio Professional Services					
84	PS-SVC-FF	Fixed Fee for Presidio employee labor	\$62,219.44	1.0000	\$62,219.44
Total (Presidio Professional Services):					\$62,219.44
			Sub Total:	\$339,191.88	
			Grand Total:	\$339,191.88	

Quote valid for 30 days. Payment of invoices are due within 30 days from date of invoice unless other terms are issued. Late payments are subject to interest charges of the lesser of 1½% per month or the maximum amount allowed by law. All prices subject to change without notice. Supply subject to availability. This Quote is subject to Presidio's Standard Terms and Conditions below. Any changes to the following Terms and Conditions must be accepted in writing by Presidio, otherwise, CLIENT agrees to be bound by the following Terms and Conditions and pricing contained herein:

Pricing

- Quoted prices exclude applicable taxes. Invoicing will include applicable taxes unless a valid tax exempt certificate is provided.
- The price included herein reflects a 3% discount for payment by cash, check or wire transfer. This discount will not apply in the event that CLIENT pays using a credit card or debit card.
- Prices exclude freight, handling or insurance (unless itemized in the quote).
- Pricing for Professional Services are best-effort estimates only. Actual pricing will be finalized as part of a mutually-agreeable Statement of Work.

Invoicing

- CLIENT is billed upon shipment from the manufacturer and shall accept and pay for partial shipment of products.
- Usage-Based Services Terms and Conditions. For Usage-Based Services purchased by CLIENT, Presidio shall invoice CLIENT once a month. Notwithstanding the amounts included on the applicable purchase order, the invoice for Usage-Based Services will vary from month to month based upon CLIENT's usage and CLIENT shall be obligated to pay all charges for the Usage-Based Services used by CLIENT in the previous month. If CLIENT is delinquent in its payment obligations for the Usage-Based Services, then, upon reasonable, prior notice, Presidio reserves the right to suspend or discontinue such services at its sole discretion. CLIENT acknowledges and agrees that such discontinuation or suspension by PRESIDIO will not constitute a breach of PRESIDIO'S obligations to CLIENT. CLIENT agrees to indemnify and hold harmless PRESIDIO for any resulting damages due to the suspension or discontinuation of the Usage-Based Services due to CLIENT's delinquent or non-payment.
- Enterprise Software, Licensing and Subscription Services ("Enterprise Agreement"). For Third-Party-provided, enterprise-based software licensing and services, Presidio shall invoice CLIENT according to the terms of the Enterprise Agreement between CLIENT and the Third Party. If CLIENT is delinquent in its payment obligations hereunder, then, upon reasonable, prior notice, Presidio reserves the right to suspend or discontinue such services at its sole discretion. CLIENT acknowledges and agrees that such discontinuation or suspension by PRESIDIO will not constitute a breach of PRESIDIO'S obligations to CLIENT. CLIENT agrees to indemnify and hold harmless PRESIDIO for any resulting damages due to the suspension or discontinuation of the services due to CLIENT's delinquent or non-payment.

Freight, Handling, Shipping

- CLIENT will be billed for Presidio's and/or the manufacturer's freight charges.
- Title/Risk of loss passes to CLIENT Freight on Board (FOB) origin (FOB destination (CONUS) applicable to Federal Government CLIENTS only) unless otherwise agreed to in writing by Presidio. Orders shipped from a manufacturer to Presidio at CLIENT request for warehousing, configuration, storage or otherwise, shall be deemed to have been shipped to CLIENT FOB origin.
- Presidio accepts no responsibility / liability in connection with the shipment.
- International delivery services include (i) Consolidated billing in USD for all international deliveries (ii) Consolidated contracting with one entity, namely Presidio (iii) Single point of contact (iv) Freight forwarding including exportation permits, application of tariff headings, customs clearance (including import permits, licenses, certificates) (v) Asset Management, Tracking & Reporting.
- Goods held in a Presidio warehouse either a) at the CLIENT's request or b) in the event CLIENT refuses to accept delivery, may be subject to warehousing fees of 1% of the list price of such goods.

Warranty and Limitation of Liability

- Product is warranted by the Manufacturer, not by Presidio. Please consult Manufacturer for warranty terms. IN NO EVENT SHALL PRESIDIO BE LIABLE TO CLIENT FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND WHATSOEVER, ARISING IN CONTRACT, TORT OR OTHERWISE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. PRESIDIO'S ENTIRE LIABILITY AND CLIENT'S EXCLUSIVE REMEDY FOR DAMAGES FROM ANY CAUSE WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, NONPERFORMANCE OR MISREPRESENTATION, AND REGARDLESS OF THE FORM OF ACTIONS, SHALL BE LIMITED TO THE AMOUNT WHICH HAS BEEN ACTUALLY PAID TO PRESIDIO BY CLIENT FOR PRODUCTS HEREUNDER.

Return Policy

- CLIENTS return rights are subject to the return policies (& fees including restocking) of the applicable manufacturer
- A Presidio-issued Return Material Authorization (RMA) is required & needs to accompany returned items before any credit is issued to a CLIENT. Presidio reserves the right to deny RMA requests in the event the Manufacturer will not provide for an authorized return. If integration of product is performed at a Presidio facility, transfer of ownership occurs as of inception of integration regardless of shipment terms as manufacturers will not accept return of open product.
- CLIENTS have 15 calendar days from original ship date to request a RMA (unless shorter period is required by manufacturer)
- Items returned must be in original shipping cartons, unopened, unused, undamaged and unaltered failing which Presidio is entitled to reject acceptance of items or charge further fees
- The CLIENT is responsible for shipping fees to the destination highlighted in the RMA
- Opened software cannot be returned

Cancellation Policy

- CLIENT's cancellation of purchase order rights are subject to the cancellation policies (& fees) of the applicable manufacturer

Leases

- In the event Presidio does not receive payment for leased goods purchased on the CLIENT's behalf from the applicable third-party financing entity, CLIENT is obligated to pay Presidio for all such goods as indicated in the applicable Presidio invoice.

Software terms

- Software is subject to the license terms that accompany it.
- License terms are established between the CLIENT & owner of the software
- Unless Presidio is the owner or licensor, Presidio makes no representations and/or warranties relating to its operation, ownership or use.

Term and Termination of Orders: Usage-Based Services, Enterprise Agreements and Multi-Year Orders

- The terms of use for Usage-Based Services (i.e. Cisco-provided WebEx or Software as a Service (SaaS)) are established by the applicable third-party provider of such services either at the applicable third-party provider website or via the separate agreement between CLIENT and third-party provider.
- The "Initial Term" of an order for Usage-Based Services and/or Enterprise Agreement ("Order") starts on the date the Usage-Based Services and/or Enterprise Agreement are available for use by CLIENT and lasts for the time period stated in the Order. After the Initial Term, unless prohibited by applicable law, there will be an automatic "Renewal Term" of the same length of time unless CLIENT notifies Presidio in writing that CLIENT does not want to renew at least sixty (60) days before the end of the then current Initial Term or Renewal Term. If the fees will change for the Renewal Term, Presidio will notify CLIENT reasonably in advance of the Renewal and in time for CLIENT to accept or reject renewing the Usage-Based Services and/or Enterprise Agreement. If CLIENT agrees with the fee changes, CLIENT may do nothing and the new fees will apply for the upcoming Renewal Term.
- Either party may terminate an Order by providing the other party written notice of termination at least sixty (60) days before the end of such Initial or Renewal Term. The termination will be effective on the last day of the Initial or Renewal Term and CLIENT will pay for the Usage-Based Services and/or Enterprise Agreement until the end of the current Initial or Renewal Term regardless of when CLIENT provided notice. Notwithstanding the foregoing, Usage-Based Services and Enterprise Agreements ordered are strictly non-cancelable during the Initial Term or Renewal Term except as otherwise provided in the applicable Service Terms and/or otherwise agreed upon in writing by Presidio. CLIENT will not be entitled to any refund for terminated Usage-Based Services or Enterprise Agreements during the Initial Term or Renewal Term except as agreed upon in writing by Provider and/or Presidio

Multi-Year Agreements

- For multi-year agreements, CLIENT expressly agrees to enter into a binding, non-cancelable agreement per the billing schedule set forth in the quote. THE CLIENT ACKNOWLEDGES AND AGREES THAT THE CLIENT'S AGREEMENT AND PAYMENTS FOR A MULTI-YEAR TRANSACTION ARE ESSENTIAL ELEMENTS OF THE BASIS OF THE BARGAIN BETWEEN THE PARTIES FOR MULTI-YEAR AGREEMENTS, SUCH THAT PRESIDIO WOULD NOT HAVE ENTERED INTO A MULTI-YEAR TRANSACTION WITHOUT SUCH AGREEMENT.

SmartNet (Third party Maintenance)

- CLIENTS rights are subject to the terms provided by the applicable manufacturer. (per website address)

Confidential Information.

• CLIENT agrees that this quote is Presidio Confidential Information. CLIENT shall not disclose this quote to any third party for any purpose. CLIENT agrees to protect this Quote to the same extent that it protects its own Confidential Information, but with no less than a reasonable degree of care.

Export Law Compliance.

• CLIENT has been advised that any hardware or software provided to CLIENT via this Quote and/or subsequent purchase order may be subject to the U.S. Export Administration Regulations. CLIENT agrees to comply with all applicable United States export control laws, and regulations, as from time to time amended, including without limitation, the laws and regulations administered by the United States Department of Commerce and the United States Department of State.

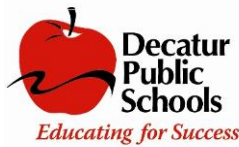
Miscellaneous Terms

• Preprinted terms appearing on CLIENT Purchase Orders must be accepted in writing by Presidio to be applicable. Presidio's performance of such purchase order shall not constitute Presidio's acceptance of new or different terms, including pre-printed terms on such order. In absence of a purchase order, CLIENT agrees that its signature below grants Presidio the right to invoice CLIENT and authorizes payment to Presidio for the amounts owed.

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: O'Shea Builders Guaranteed Maximum Price (GMP) and Award Recommendations for Franklin, Muffley and Parsons Elementary Schools as part of the BOLD Facility Plan
Initiated By: Dr. Fred Bouchard, Assistant Superintendent of Support Services	Attachments: The Elementary Schools – Franklin, Muffley, Parsons Guaranteed Maximum Price Amendments from O'Shea Builders
Reviewed By: Dr. Paul Fregeau, Superintendent, Mike Sotiroff, Construction Consultant and Brian Braun, Legal Counsel	

BACKGROUND INFORMATION:

The Board contracted with O'Shea Builders to serve as Construction Managers of the **BOLD** Facility Plan. In the approved AIA contract with O'Shea Builders on page 3 at the end of the Table of Articles it references Exhibit A – Guaranteed Maximum Price Amendment (GMP). Each portion of the project will have a similar addendum which outlines the provision of the GMP. The Elementary School GMP amendments for Franklin, Muffley & Parsons are attached.

CURRENT CONSIDERATIONS:

Administration and BLDD has worked with O'Shea Builders for a completion of this first GMP Amendment associated with the Elementary Schools – Franklin, Muffley and Parsons portion of the **BOLD** Facility Plan.

FINANCIAL CONSIDERATIONS:

The O'Shea GMP for the construction part of the project at Franklin Elementary School is **\$4,393,649** along with **\$631,923** of Owner Cost of the \$5,025,572 base bid total for this part of the **BOLD** Plan. The project at Muffley Elementary School is **\$4,314,469** along with **\$586,570** of Owner Cost of the total \$4,901,039 base bid total for this part of the **BOLD** Plan. The construction cost for the project at Parsons Elementary School is **\$4,646,144** along with **\$627,540** of Owner Cost for a total \$5,273,684 base bid total for this part of the **BOLD** Plan. The total of all three schools is \$15,200,295. The funding for this project primarily comes from Fund 60 (Capital Projects) and Fund 90 (Health Life Safety) as part of the **BOLD** Facility Plan.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the Guaranteed Maximum Price (GMP) and Award Recommendations for Franklin, Muffley and Parsons Elementary Schools as part of the **BOLD** Facility Plan from O'Shea Builders as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



AIA® Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:

(Name and address or location)

Decatur Public Schools #61
Franklin Elementary School
2400 N. Summit Ave.
Decatur, IL 62526

THE OWNER:

(Name, legal status and address)

Decatur Public Schools District #61
101 W Cerro Gordo Street
Decatur IL 62523

THE CONSTRUCTION MANAGER:

(Name, legal status and address)

Harold O'Shea Builders, Inc., d/b/a O'Shea Builders
3401 Constitution Drive
Springfield, IL 62711

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Million Three Hundred Ninety-Three Thousand Six Hundred Forty-Nine dollars (\$4,393,649), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

See Exhibit G in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

See Exhibit E in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

See Exhibit B in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

See Exhibit C in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract: N/A

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

See attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

July 1, 2021 as noted in Exhibit D in the attached 5/14/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Franklin Elementary School.

Init.

E-SIGNED by Michael E O'Shea
on 2020-05-21 07:18:48 CDT

OWNER *(Signature)*

Beth Nolan, President, Board of Education, Decatur
Public Schools District #61
(Printed name and title)

CONSTRUCTION MANAGER *(Signature)*

Michael E. O'Shea, President of Harold O'Shea
Builders, Inc., d/b/a O'Shea Builders
(Printed name and title)

Init.

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O'Shea Guaranteed Maximum Price Summary Document

Decatur Public Schools #61
Franklin Elementary School

5/14/20





May 14, 2020

Dr. Fred Bouchard
Assistant Superintendent
Decatur Public Schools #61
101 Cerro Gordo Street
Decatur, IL 62523

Re: Decatur Public Schools #61, Franklin Elementary School

Dear Fred:

This letter serves as a summary of the Final Guaranteed Maximum Price (GMP) for the Project referenced above. The Project Costs are as follows:

Base Bid with indirect construction costs: Four Million Three Hundred Ninety-Three Thousand Six Hundred Forty-Nine Dollars: \$4,393,649

This Project Scope of Work includes Work associated with the eight classroom addition, gymnasium addition, remodeling and incorporation of air conditioning. Please see Exhibit E for the description of Alternates.

For your consideration we have included Exhibits A through G with this letter. The Exhibits will become part of the Contract and further define the Scope of Work.

- Exhibit A – Drawings, Specifications, and Addenda
- Exhibit B – Allowances
- Exhibit C – Assumptions & Clarifications, Responsibility Matrix, Contingency Definitions
- Exhibit D – Schedule of Work
- Exhibit E – Alternate Prices
- Exhibit F – Unit Prices
- Exhibit G – Project Bid Summary

Thank you very much for the opportunity to serve you, and please let us know if you have any questions or need additional information.

Sincerely Yours,

A handwritten signature in black ink, appearing to read 'Tim Hickey', written over a horizontal line.

Tim Hickey
O'Shea Builders

Exhibit A – Drawings, Specifications and Addenda

- 1) Drawings and Specifications prepared by BLDD Architects, dated March 16, 2020:

DIVISION 00 - PROCUREMENT AND CONTRACT REQUIREMENTS

Document 00 0115 - List of Drawing Sheets

GENERAL

G101	Cover Sheet
G201	General – Mounting heights & Partition Types
G301	Life Safety Plan

CIVIL

C001	Cover Sheet
C002	General Notes & Specifications
C100	Topography & Removal Plan
C101	Overall Site Plan
C102	Site Plan
C103	SWPPP Notes
C104	Utility & SWPPP Plan
C105	Grading Plan
C106	Details
C107	Details
C108	Alternative Compliance Landscaping Plan

DEMOLITION

D101	Demolition Floor Plan – West
D102	Demolition Floor Plan – East & Alt. Bids

STRUCTURAL

S001	Structural General Notes
S101	Foundation Plan and Details
S102	Auditorium Infill
S201	Roof Framing and Details
S202	RTU Framing
S203	Alt. Bid A-11 Plans and Details

ARCHITECTURAL

A101	Floor Plan - Overall
A102	First Floor Plan – Addition
A103	Floor Plan – Alt. Bid
A201	Building Elevations
A202	Building Sections
A203	Precast Plan, Elevations & Details
A301	Overall Roof Plan
A302	Roof Plans & Details
A303	Roof Details
A401	Door Schedules & Details
A402	Window Elevations & Details
A501	Wall Sections
A502	Wall Sections & Horizontal Details
A503	Wall Sections – Alt. Bids
A701	Interior Elevations

ARCHITECTURAL (Continued)

A702	Interior Elevations
A703	Interior Elevations – Alt. Bid
A704	Interior Elevations – Alt. Bid
A705	Casework Details
A801	Reflected Ceiling Plan - East
A802	Reflected Ceiling Plan – West
A901	Finish Plan
A902	Room Finishing Schedule and Finish Plan – Alt. Bid

Fire Protection

FP101	Fire Protection Plan
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Plumbing

PD101	Plumbing Demolition Plan West
PD102	Plumbing Demolition Plan East
P101	Plumbing Plan West
P102	Plumbing Plan East
P103	Alternative Plumbing Plan
P601	Plumbing Schedules, Notes & Details
P901	Coordination Plumbing Drawings

Mechanical

MD101	HVAC Demolition Plan West
MD102	HVAC Demolition Plan East
M101	HVAC Plan West
M102	HVAC Plan East
M103	HVAC Roof Plan West
M104	HVAC Roof Plan East
M105	Alternate HVAC Plans
M601	Mechanical Notes & Details
M602	Mechanical Schedules
M603	HVAC Digital Control Diagram & Notes
M901	Mechanical Mezzanine Coordination Views
M902	Mechanical Addition Coordination Views
M903	Natural Gas Piping Coordination Views

Electrical

ED101	Electrical Demolition Plans
E101	Electrical Power Plan – West
E102	Electrical Power Plan – East
E103	Electrical Alternate Plans
E111	Electrical Lighting Plan
E301	Electrical Schedules
E601	Electrical Notes & Legend

All drawings are dated March 16, 2020.

END 00 0115

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

PROJECT MANUAL FOR: Addition & Air Conditioning
Franklin Elementary Schools
Decatur Public Schools

DATE: March 16, 2020

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	00 3132	Geotechnical Data	00 3132-1-51
	00 9100	Reserved for Addenda	00 9100
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22 1006	Plumbing Piping Specialties	22 1006-1-2
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26 0923	Lighting Control Devices	26 0923-1-12
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END TOC

2) Project Bidders Manual prepared by O'Shea Builders, dated March 16, 2020.

3) O'Shea Builders has issued six addenda:

- O'Shea Builders Addendum 1 dated 3/31/20
- O'Shea Builders Addendum 2 dated 4/8/20
- O'Shea Builders Addendum 3 dated 4/13/20
- O'Shea Builders Addendum 4 dated 4/13/20
- O'Shea Builders Addendum 5 dated 4/14/20
- O'Shea Builders Addendum 6 dated 4/15/20

Exhibit B – Allowances

- O'Shea Builders has included **Fifteen Thousand Dollars (\$15,000)** Staging Area Maintenance Allowance in the Site Improvement package.
- O'Shea Builders has included **One Thousand Five Hundred Dollars (\$1,500)** Transformer Pad Allowance in the General Trades package.
- O'Shea Builders has included **Two Thousand Five Hundred Dollars (\$2,500)** Construction Sign Allowance in the General Trades package.
- O'Shea Builders has included **Two Thousand Five Hundred Dollars (\$2,500)** Misc. Flooring Repair Allowance in the Flooring package.
- O'Shea Builders has included **Ten Thousand Dollars (\$10,000)** Allowance in the Electrical package to be used to as needed to coordinate work directed by O'Shea Builders.
- O'Shea Builders has included **Ten Thousand Dollars (\$10,000)** Allowance in the Electrical package to be used as needed for low voltage relocations.
- O'Shea Builders has included **Three Thousand Dollars (\$3,000)** Allowance in the Electrical package to be used to provide electrical service to the construction site job trailer.

EXCLUSIONS

- Sales tax
- Builders Risk Insurance (provided by Owner)
- Building Permit (assumed DPS will receive ISBE building permit & waiver of costs for City Site permit)
- Premium Time / After-Hours Shift Work required by Owner-requested change.
- Temporary Utility Consumables - water and electricity used during construction.
- Owner Costs managed by Owner included in the total Project Sum but not in the GMP per Exhibit G:
 - A/E design fee includes design services value provided by BLDD;
 - Preconstruction fee includes O'Shea Builders services as prescribed in the Standard Form of Agreement Between Owner and Construction Manager as Constructor;
 - Asbestos abatement allowance includes hazardous material abatement contracted directly by Owner at a value provided by Jeff Shourd of Alliance Illinois, abatement consultant to the Owner;
 - ISBE called inspections allowance;
 - Site survey and soils testing fees allowance;
 - Audio-Visual equipment allowance;
 - FF&E (furniture, fixtures and equipment) allowance includes furniture value provided by BLDD; and
 - Construction Manager Performance Bond.

QUALIFICATIONS

- The Owner's Contingency amount is **One Hundred Twenty-One Thousand Five Hundred Seventy-Four Dollars (\$121,574)** to be used in accordance with the included Contingency Definition guidelines.
- The Construction Manager's Contingency amount is **Eighty-One Thousand Fifty Dollars (\$81,050)** to be used in accordance with the included Contingency Definition guidelines.


CLARIFICATIONS

- Payment and Performance Bonds are included with subcontractor bids and for the construction management services, as requested by the Owner.
- Normal working hours, Monday – Friday 7:00am to 3:30pm
- This Guaranteed Maximum Price includes bid packages for Site Improvement, Masonry, Structural Steel, General Trades, Roofing & Sheet Metal, Aluminum & Glass, Gypsum Board Assemblies, Flooring, Gym Flooring, Painting, Athletic & Recreation Equipment, Telescoping Stands, Pre-Engineered Metal Building, Fire Protection, Plumbing, HVAC, and Electrical.
- Our Guaranteed Maximum Price includes a lump sum amount of **Three Hundred Thirty-One Thousand One Hundred Sixty-Five Dollars (\$331,165)** for General Conditions expenses which includes all applicable Project expense for the following O'Shea Builders staff members:
 - Project Manager;
 - Project Superintendent;
 - Project Engineer;
 - Contract Administrator; and
 - Safety Officer.
 - Additionally, it includes charges for:
 - Cell Phones;
 - Jobsite internet services;
 - IT equipment and services;
 - Temporary office trailers and furniture; and
 - Transportation and travel expenses for O'Shea staff members.
- The lump-sum amount of the General Conditions provided by the Construction Manager in the Guaranteed Maximum Price proposal shall be included in the Cost of the Work, and except for amounts which shall be added to the lump-sum amount for Costs beyond the control of the Construction Manager, said lump-sum amount shall not be subject to further modification other than that which may be mutually-agreed upon by the parties.
- Should this Project at any time be eligible for any federal tax credits or deductions, the Owner shall assign the same in their entirety to the Construction Manager.
- Payments for the Work of this Amendment shall not be comingled with or tied to the work of any other amendment to the Owner/Construction Manager Agreement. Reduction of retainage and final payment for this Work shall become due to the


Construction Manager in accordance with the terms and conditions of the Owner/Construction Manager Agreement upon substantial completion and final completion of the Work of this Amendment.

- Each party acknowledges that they have read this Agreement, understand its terms, have had the opportunity to consult with independent legal counsel in connection with the Agreement and knowingly and voluntarily agree to all of the terms of the Agreement.
- The total value of Work, included in our Guaranteed Maximum Price, that will be awarded to Ethnic Minority Business Enterprises is **Thirty One Thousand Eight Hundred Forty-Eight Dollars (\$31,848)**, which represents approximately three and one half percent (3.5%) of the Contract Sum attributable to subcontracting opportunities available. The Owner acknowledges the good faith effort made by O'Shea Builders to comply with the goal of fifteen percent (15%), and consequently, agrees that no penalty will be imposed as a result of not meeting this goal.

EXHIBIT C - RESPONSIBILITY MATRIX

	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
CONTRACT TYPE: CM AT RISK				
CONTINGENCIES				
Estimating Contingency			x	reduced to 0 at GMP
Escalation Contingency			x	reduced to 0 at GMP
Construction Manager's Contingency	x			2%
Owner Contingency	x			3%
INSURANCE & BONDS				
Insurance, Builders Risk		x		
Insurance, GL & Umbrella	x			
Insurance OCIP administration			x	
Insurance, Pollution	x			only as required
Insurance, Professional Liability	x			only as required
Performance & Payment Bond	x			
GENERAL				
Start Up & Training	x			
Commissioning			x	
Consultant Fees: Design, Legal, etc.				
Architectural		x		
Civil		x		
Structural		x		
MEP / FP Design		x		
Special: Auditorium, A/V, Food Service, etc.			x	
Legal			x	
Master Planning			x	
1-Year Warranty	x			
Financing			x	
Hazardous Materials: Testing & Abatement		x		asbestos abatement allowance
Inspection & Testing Fees	x	x		called inspections allowance
Geotechnical Report		x		owner allowance
Site Survey / Topographic Survey		x		owner allowance
Model/BIM Service			x	
Moving/Relocating Existing furniture & Equipment for Storage			x	
Land Costs			x	
Landscaping & Irrigation			x	
Maintenance Contract			x	
Mock-ups - On-Site	x			as required by architect
Mock-ups - Off-Site			x	
Peer Review - Enclosure			x	
Peer Review - MEP System			x	
Peer Review - Structural			x	
Permits				
City		x		limited to site - no fee
County			x	N/A
EPA	x			
Regional Office of Education		x		
Preconstruction Fees		x		owner allowance
Printing Costs		x		included in A/E reimbursable fee
Sales tax			x	exempt
Unforeseen Conditions	x			Owner's Contingency
Utility Company charges, including but not limited to, tap and connection	x			
Utility Company charges, including but not limited to, impact or assessment fees			x	
Utilities - Construction consumption			x	
Utilities - Permanent Electrical Service			x	existing
Utilities - Permanent Gas Service			x	existing
Utilities - Other Permanent Service...			x	

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

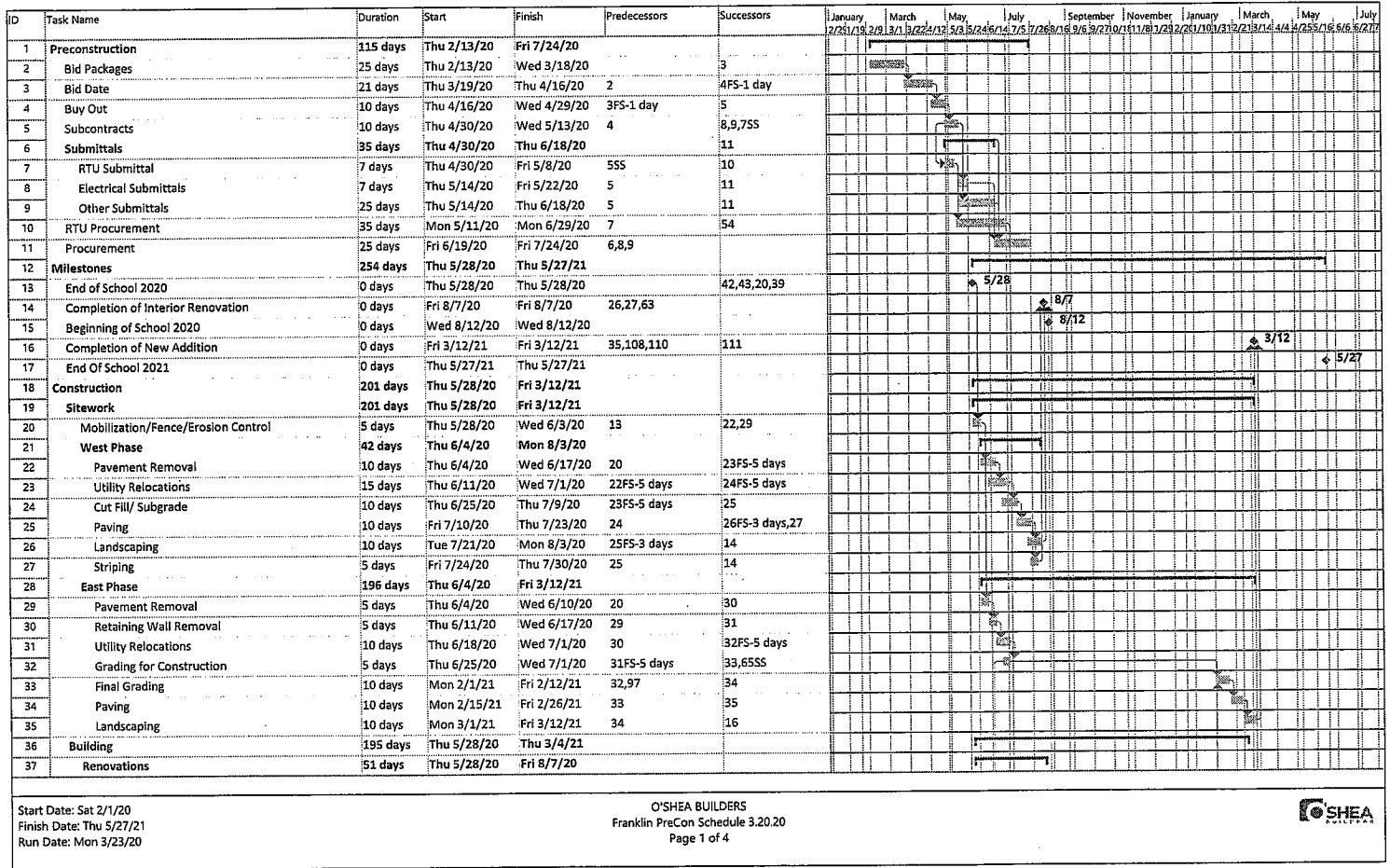
	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
FF&E				
Artwork			x	
Athletic Equipment			x	see below
Computer Equipment			x	
Food Service Equipment			x	
Window Treatments	x			
Furniture - Movable		x		FF& E allowance
Fixed Seating			x	
Signage - Interior (other than code required)			x	
Signage - Exterior Building and Site			x	
Environmental Graphics	x			
Tack Boards/Marker boards			x	
Acoustical Treatment	x			
SYSTEMS				
Audio / Visual / Lighting Equipment & Systems			x	
Fire Alarm	x			
Intercom			x	
Networking Equipment			x	
Public Address/Paging			x	
Security CCTV			x	
Access Control Systems			x	with alternates not accepted
Synchronous Clock System			x	
UPS System			x	
Low Voltage Systems (conduit & rough-in)			x	
Voice/Data Systems				
Backbone conduit & rough-in	x			
Cabling		x		
Termination Equipment (Patch panels, Jacks, terminations, etc.			x	
Head End Equipment (PBX, Servers, Switches, etc.			x	
Wireless LAN			x	
EDUCATION SPECIFIC FF&E				
Smart Boards			x	
Athletic Equipment - Fixed	x			BB, VB, curtain, pads
Score Boards			x	
Athletic Equipment - Movable			x	
Bleachers	x			
Shop Equipment			x	
Theater Equipment			x	
Theater Lighting			x	
Classroom Furniture (Desks, Tables, Chairs)		x		FF&E allowance
Lab Equipment			x	
TVs		x		see allowance
TV and Monitor Brackets	x			

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

**Budget Contingency Definitions for Pre-Construction & Construction Phases as
Construction Manager**

PHASE	NAME	RESPONSIBLE PARTY	DESCRIPTION
Pre-Construction	Estimating Contingency	O'Shea	<ul style="list-style-type: none"> Costs associated with areas of the design that are not yet defined. Originally set at 5% but reduced to 0 as design is completed & GMP finalized.
Pre-Construction	Escalation Contingency	O'Shea	<ul style="list-style-type: none"> Cost increases due to market changes and projected construction schedule; reflects both material and labor costs.
Construction	Construction Manager's Contingency	O'Shea	<ul style="list-style-type: none"> The Construction Manager's Contingency is reserved for the Construction Manager's exclusive use to cover those costs considered reimbursable as the Cost of the Work but not included in a Change Order. Currently set at \$81,050 = 2%
Construction	Owner's Contingency	Owner and O'Shea	<ul style="list-style-type: none"> Costs associated with unforeseen conditions, errors/omissions, code/regulatory change, work deliberately excluded from Construction Documents, and Owner-initiated changes. Currently set at \$121,574 = 3%

Exhibit D - Schedule



ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January 2/25/19	March 3/13/20	May 5/3/20	July 7/5/20	September 9/6/20	November 11/8/20	January 1/13/21	March 3/13/21	May 5/16/21	July 7/27/21
38	Abatement	13 days	Thu 5/28/20	Mon 6/15/20												
39	Mezzanine HVAC	10 days	Thu 5/28/20	Wed 6/10/20	13	45FS-5 days,40										
40	Auditorium Floor	1 day	Thu 6/11/20	Thu 6/11/20	43FS-5 days,39	46,41										
41	Plumbing Scheduled to be demolished	2 days	Fri 6/12/20	Mon 6/15/20	40	45FF-3 days										
42	MEP RTU Layout	5 days	Thu 5/28/20	Wed 6/3/20	13	44,49										
43	Demolition	10 days	Thu 5/28/20	Wed 6/10/20	13	40FS-5 days										
44	Roof Curb and Patching	10 days	Thu 6/4/20	Wed 6/17/20	42	54										
45	MEP Demolition	15 days	Thu 6/4/20	Wed 6/24/20	39FS-5 days,41FF-3	50,51										
46	Geofoam Infill	7 days	Fri 6/12/20	Mon 6/22/20	40	47										
47	Framing	3 days	Tue 6/23/20	Thu 6/25/20	46	52										
48	MEP Above Ceiling Rough In	30 days	Thu 6/4/20	Thu 7/16/20												
49	Gas Piping	15 days	Thu 6/4/20	Wed 6/24/20	42	58										
50	Duct Layout	15 days	Thu 6/25/20	Thu 7/16/20	45	58FS-3 days										
51	Plumbing	10 days	Thu 6/25/20	Thu 7/9/20	45	58										
52	In Wall Rough In	2 days	Fri 6/26/20	Mon 6/29/20	47	53										
53	Gypsum Board	2 days	Tue 6/30/20	Wed 7/1/20	52	55										
54	Install RTUs	15 days	Tue 6/30/20	Tue 7/21/20	10,44	60										
55	Finishing & Painting	6 days	Thu 7/2/20	Fri 7/10/20	53	58,56										
56	Casework	2 days	Mon 7/13/20	Tue 7/14/20	55	59										
57	Glazing & Storefront	5 days	Tue 7/14/20	Mon 7/20/20	58SS	59										
58	Ceilings	7 days	Tue 7/14/20	Wed 7/22/20	55,49,50FS-3 days,51	59,57SS										
59	Flooring	5 days	Thu 7/23/20	Wed 7/29/20	58,57,56	61										
60	Final Connections, Testing of HVAC Systems	8 days	Wed 7/22/20	Fri 7/31/20	54	62,63										
61	Doors and Hardware	5 days	Thu 7/30/20	Wed 8/5/20	59	63										
62	Commission and Training	3 days	Mon 8/3/20	Wed 8/5/20	60											
63	Final Cleaning	2 days	Thu 8/6/20	Fri 8/7/20	61,60	14										
64	Addition	175 days	Thu 6/25/20	Thu 3/4/21												
65	Layout	5 days	Thu 6/25/20	Wed 7/1/20	32SS	66										
66	Footings & Foundations	25 days	Thu 7/2/20	Thu 8/6/20	65	67FS-10 days,71FS+										
67	Interior Below Slab Rough In	25 days	Fri 7/24/20	Thu 8/27/20	66FS-10 days	68										
68	Building Slab(If Metal Building Option)	5 days	Fri 8/28/20	Thu 9/3/20	67	70FS+1 day,88										
69	Gymnasium	112 days	Fri 8/21/20	Mon 2/1/21												
70	Prefabricated Metal Building - Structure	10 days	Tue 9/8/20	Mon 9/21/20	68FS+1 day											
71	CMU Walls	15 days	Fri 8/21/20	Fri 9/11/20	66FS+10 days	72										
72	Waterproofing and Insulation	5 days	Mon 9/14/20	Fri 9/18/20	71	73										
73	Brick Veneer	15 days	Mon 10/12/20	Fri 10/30/20	91,72	74										
74	Prefabricated Metal Building - Envelope	20 days	Mon 11/2/20	Tue 12/1/20	73	77,76,75FF										

Start Date: Sat 2/1/20
Finish Date: Thu 5/27/21
Run Date: Mon 3/23/20

O'SHEA BUILDERS
Franklin PreCon Schedule 3.20.20
Page 2 of 4



ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January	March	May	July	September	November	January	March	May	July	
75	Prefabricated Metal Building - Insulation	10 days	Mon 11/16/20	Tue 12/1/20	74FF		1/23/19	3/1/19	3/24/19	5/3/19	5/24/19	7/5/19	7/26/19	9/6/19	9/27/19	11/6/19	11/23/19
76	Gymnasium Dry In	0 days	Tue 12/1/20	Tue 12/1/20	74												
77	Painting	7 days	Wed 12/2/20	Thu 12/10/20	74	78											
78	MEP Trimout	15 days	Fri 12/11/20	Mon 1/4/21	77	79											
79	Overhead Athletic Equipment	10 days	Tue 1/5/21	Mon 1/18/21	78	80											
80	Atheletic Flooring	5 days	Tue 1/19/21	Mon 1/25/21	79	81											
81	Bleachers	5 days	Tue 1/26/21	Mon 2/1/21	80	108											
82	Pre Cast Gymnasium Alternate	34 days	Tue 9/8/20	Fri 10/23/20													
83	Pre Cast Panel Erection Phase	6 days	Tue 9/8/20	Tue 9/15/20		84											
84	Structural Steel - Deck	8 days	Wed 9/16/20	Fri 9/25/20	83	85											
85	Roof Insulation and Membrane	10 days	Mon 9/28/20	Fri 10/9/20	84	86FS+5 days											
86	Building Slab (Pre Cast)	5 days	Mon 10/19/20	Fri 10/23/20	85FS+5 days												
87	Classrooms	125 days	Fri 9/4/20	Thu 3/4/21													
88	Framing or SIPS	15 days	Fri 9/4/20	Fri 9/25/20	68	90,89FS-5 days											
89	Waterproofing and Insulation	10 days	Mon 9/21/20	Fri 10/2/20	88FS-5 days	91FS-5 days											
90	Roof Trusses	5 days	Mon 9/28/20	Fri 10/2/20	88	92											
91	Brick Veneer	10 days	Mon 9/28/20	Fri 10/9/20	89FS-5 days	93,73											
92	Roof Sheathing & Curbs	10 days	Mon 10/5/20	Fri 10/16/20	90	94,96											
93	Glazing	5 days	Mon 10/12/20	Fri 10/16/20	91	98,95											
94	Roofing - Dry In	10 days	Mon 10/19/20	Fri 10/30/20	92	97,95											
95	Classroom Dry In	0 days	Fri 10/30/20	Fri 10/30/20	93,94												
96	In Wall Rough In	15 days	Mon 10/19/20	Fri 11/6/20	92	98FS-5 days											
97	Set RTU's	15 days	Mon 11/2/20	Fri 11/20/20	94	33											
98	Gyp Board	10 days	Mon 11/2/20	Fri 11/13/20	96FS-5 days,93	99FS-5 days											
99	Finishing	10 days	Mon 11/9/20	Fri 11/20/20	98FS-5 days	100FS-5 days											
100	Painting	10 days	Mon 11/16/20	Tue 12/1/20	99FS-5 days	101											
101	Ceilings	10 days	Wed 12/2/20	Tue 12/15/20	100	104,102											
102	Flooring	10 days	Wed 12/16/20	Wed 12/30/20	101	103											
103	Casework	10 days	Thu 12/31/20	Thu 1/14/21	102	104											
104	Trimout	10 days	Fri 1/15/21	Thu 1/28/21	101,103	107,105											
105	Doors and Hardware	10 days	Fri 1/29/21	Thu 2/11/21	104	106											
106	Toilet Accessories	5 days	Fri 2/12/21	Thu 2/18/21	105	107											
107	Furniture Installation	5 days	Fri 2/19/21	Thu 2/25/21	104,106	108											
108	Final Cleaning	5 days	Fri 2/26/21	Thu 3/4/21	107,81	16											
109	Closeout	40 days	Mon 2/15/21	Fri 4/9/21													
110	ISBE Document Collection	20 days	Mon 2/15/21	Fri 3/12/21		16											
111	ISBE Inspection	20 days	Mon 3/15/21	Fri 4/9/21	16	112SS											

Start Date: Sat 2/1/20
Finish Date: Thu 5/27/21
Run Date: Mon 3/23/20

O'SHEA BUILDERS
Franklin PreCon Schedule 3.20.20
Page 3 of 4



ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January 1/23/19	March 3/13/20	May 5/31/20	July 7/5/20	September 9/6/20	November 11/11/20	January 1/10/21	March 3/12/21	May 5/14/21	July 7/27/21
112	Closeout Documents	20 days	Mon 3/15/21	Fri 4/9/21	111SS											

Start Date: Sat 2/1/20

Finish Date: Thu 5/27/21

Run Date: Mon 3/23/20

O'SHEA BUILDERS

Franklin PreCon Schedule 3.20.20

Page 4 of 4

Exhibit E – Alternate Prices

~~Alternate No A9: Provide Additional Fire Hydrants~~

All Bid Packages: Provide additional fire hydrants as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A10: Provide Bus Loop and Staff Parking~~

All Bid Packages: Provide asphalt pavement bus loop drive, staff parking lot and associated work as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A11: Provide Precast Gym in lieu of Pre-Engineered Metal Building Gym~~

All Bid Packages: Provide a precast concrete panel gymnasium in lieu of the pre-engineered metal building gymnasium as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A12: Provide Hard Playground Surface on East Side~~

All Bid Packages: Provide a hard playground surface on the east side as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A13: Multipurpose and Auditorium Remodel~~

All Bid Packages: Remodel the multipurpose room and auditorium. Includes minor wall demolition, and the addition of acoustical treatments within the existing multi purpose room as indicated on the construction documents. Additional work and finishes adjacent to this area are affected by this alternate.

Add / Deduct Amount: _____

~~Alternate No A14: Provide Secure Entry~~

~~All Bid Packages: Remodel the existing entry vestibule to provide a secure area with doors and door access control as indicated on the construction documents. Additional work and finishes adjacent to this area are affected by this alternate.~~

Add / Deduct Amount: _____

~~Alternate No A15: Provide TREMCO TPO Roofing Upgrade~~

~~All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A16: Provide TREMCO Therm 100 Built-up Roofing Upgrade~~

~~All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No C 1: Provide North Access Drive~~

~~All Bid Packages: Provide a north access drive as indicated on the construction documents.~~

Add / Deduct Amount: _____

CONSTRUCTION MANAGER ALTERNATES

For purposes of the Construction Manager, the bidder will perform Construction Manager alternate bid Work associated with the bid package or combination of bid packages. Additions and deductions include all modifications of Work or additional Work that the bidder may be required to perform by reason of the acceptance of alternate bids. Circle "Add" or "Deduct" according to the alternate cost in relation to base bid. Note if the alternate below does not affect bid indicate "\$0.00", or if not relative to specific base bid indicate Not Applicable by "N/A".

~~Alternate No CM-1: Gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

~~Bid Package 09200: Delete gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

Add / Deduct Amount: _____

Alternate A14: Add / Deduct Amount _____

~~Bid Package 09900: Provide gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

Add / Deduct Amount: _____

Alternate A14: Add / Deduct Amount _____

~~Alternate No CM-2: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

~~Bid Package 09600 & 09640: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

~~Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.~~

~~Bid Package 09600 & 09640: Delete all flooring concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

Alternate No CM-4 Provide wood frame construction classroom additions in lieu of SIPs.

Bid Package 06000: In lieu of Structural Insulated Panels provide traditional wood frame, insulated construction as detailed in the Construction Documents.

Add / Deduct Amount: _____ \$34,357 _____

Exhibit F – Unit Prices

N/A

Exhibit G - Project Bid Summary



5/14/2020

Owner:	Decatur Public Schools
Location:	Franklin Elementary
Bid Time:	4/16/2020 2:00PM
Project #:	

Ver 1.3

Decatur Public Schools #61 - Franklin Elementary School

BID PACKAGE	BASE BIDS	ALTERNATE BIDS	TOTAL	COMPANY	MBE %
02700 Site Improvement	\$ 321,181	\$ -	\$ 321,181	O'Shea Builders	15%
04200 Masonry	\$ 186,100	\$ -	\$ 186,100	JJ Braker	
05100 Structural Steel	\$ 75,200	\$ -	\$ 75,200	Christy-Foltz	
06000 General Trades	\$ 993,250	\$ (38,657)	\$ 954,593	O'Shea Builders	1%
07500 Roofing & Sheet Metal	\$ 206,299	\$ -	\$ 206,299	Henson Robinson	
08400 Aluminum & Glass	\$ 99,860	\$ -	\$ 99,860	Illini Glass: Arrow Glass	
09200 Gypsum Board Assemblies	\$ 113,990	\$ 4,300	\$ 118,290	Allied Construction Services	
09600 Flooring * Note - this value should be added to	\$ 101,661	\$ -	\$ 101,661	Flooring Systems, Inc.	
09640 Gym Flooring the Gym Flooring value to = combo bid.	\$ 53,370	\$ -	\$ 53,370	Flooring Systems, Inc.	
09900 Painting	\$ 51,310	\$ -	\$ 51,310	Mid Illinois	
11480 Athletic & Recreation Equipment	\$ 43,890	\$ -	\$ 43,890	H2I Group	
12660 Telescoping Stands	\$ 15,216	\$ -	\$ 15,216	Irwin Seating	
13120 Pre-Engineered Metal Building	\$ 192,202	\$ -	\$ 192,202	Christy-Foltz	
15300 Fire Protection	\$ 39,250	\$ -	\$ 39,250	Superior Fire Protection	
15400 Plumbing	\$ 139,385	\$ -	\$ 139,385	Burdick Plumbing & Heating	16%
15700 HVAC	\$ 806,500	\$ -	\$ 806,500	King Lar	
16000 Electrical	\$ 279,410	\$ -	\$ 279,410	Egizii Electric	
03400 Early Pre-Cast Bid: Alt A-11	\$ -	\$ -	\$ -		
CM General Conditions	\$ 331,165	\$ -	\$ 331,165		
Testing & Inspection	\$ 36,727	\$ -	\$ 36,727		
Allowances: Temp Floor Protection	\$ 667	\$ -	\$ 667		
	\$ -	\$ -	\$ -		
Direct Construction Costs	\$ 4,086,633	\$ (34,357)	\$ 4,052,276	Total MBE contract value:	3.45%
Sales Tax, Exempt Proj Consumables	\$ 200	\$ -	\$ 200		
CM Fee	\$ 139,471	\$ (1,172)	\$ 138,299		
Construction Contingency (5%)	\$ 204,342	\$ (1,718)	\$ 202,624		
Erosion Control permit	\$ 250	\$ -	\$ 250		
Indirect Construction Costs	\$ 344,263	\$ (2,890)	\$ 341,373		
Subtotal - GMP	\$ 4,430,896	\$ (37,247)	\$ 4,393,649		
O'Shea Precon Fee	\$ 13,063		\$ 13,063		
A/E Fees, printing & reimbursables	\$ 414,303		\$ 414,303		
Allowance: Abatement	\$ 19,985		\$ 19,985		
Allowance: Abatement Alt A-1; Kitchen (not included)	\$ -		\$ -		
Allowance: Called Inspections	\$ 12,500		\$ 12,500		
Allowance: Site Survey, Soils testing fees	\$ 7,429		\$ 7,429		
Allowance: Audio-Visual Equipment	\$ 12,000		\$ 12,000		
Allowance: Owner FF&E	\$ 128,000		\$ 128,000		
Allowance: Owner Safety & Security	\$ -		\$ -		
CM Performance Bond	\$ 24,643		\$ 24,643		
Owner Communications (Phone, VOIP) not applicable per Maurice	\$ -		\$ -		
Builder's Risk by Owner		\$ -	\$ -		
Bldg Permit: EXEMPT		\$ -	\$ -		
Owner Costs	\$ 631,923	\$ -	\$ 631,923		
TOTAL PROJECT AMOUNT	\$ 5,062,819	\$ (37,247)	\$ 5,025,572		
ALTERNATE PROPOSALS		ACCEPT / DECLINE			
Alternate No A9: Provide Additional Fire Hydrants		DECLINED			
Alternate No A10: Provide Bus Loop and Staff Parking		DECLINED			
Alternate No A11: Provide Precast Gym in lieu of Pre-Engineered Metal Building Gym		DECLINED			
Alternate No A12: Provide Hard Playground Surface on East Side		DECLINED			
Alternate No A13: Multipurpose and Auditorium Remodel		DECLINED			
Alternate No A14: Provide Secure Entry		DECLINED			
Alternate No A15: Provide TREMCO TPO Roofing Upgrade		DECLINED			
Alternate No A16: Provide TREMCO Therm 100 Built-up Roofing Upgrade		DECLINED			
Alternate No C-1: Provide North Access Drive		DECLINED			
Alternate No CM-1: Gypsum board taping and finishing, corner beads and tear-away bea		DECLINED			
Alternate No CM-2: Delete all flooring subfloor prep exclusive of moisture mitigation.		DECLINED			
Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.		DECLINED			
Alternate No CM-4 Provide wood frame construction classrm additions in lieu of SIPs.		ACCEPTED			

AIA® Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:

(Name and address or location)

Decatur Public Schools #61
Muffley Elementary School
88 S. Country Club Rd.
Decatur, IL 62521

THE OWNER:

(Name, legal status and address)

Decatur Public Schools District #61
101 W Cerro Gordo Street
Decatur IL 62523

THE CONSTRUCTION MANAGER:

(Name, legal status and address)

Harold O'Shea Builders, Inc., d/b/a O'Shea Builders
3401 Constitution Drive
Springfield, IL 62711

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Million Three Hundred Fourteen Thousand Four Hundred Sixty-Nine dollars (\$4,314,469), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

See Exhibit G in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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User Notes:

(1311462512)

See Exhibit E in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:

(Identify allowance and state exclusions, if any, from the allowance price.)

See Exhibit B in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

See Exhibit C in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract: N/A

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:

(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

See attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

July 1, 2021 as noted in Exhibit D in the attached 5/20/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Muffley Elementary School.

Init.

E-SIGNED by Michael E O'Shea
on 2020-05-21 07:27:53 CDT

OWNER *(Signature)*

Beth Nolan, President, Board of Education, Decatur
Public Schools District #61
(Printed name and title)

CONSTRUCTION MANAGER *(Signature)*

Michael E. O'Shea, President of Harold O'Shea
Builders, Inc., d/b/a O'Shea Builders
(Printed name and title)

Init.

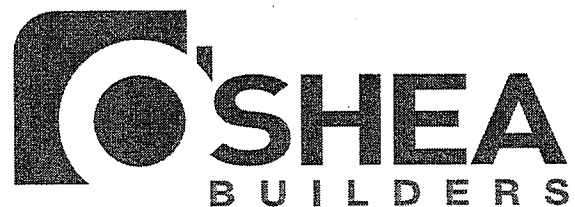
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User Notes:

(1311462512)

O'Shea Guaranteed Maximum Price Summary Document

Decatur Public Schools #61
Muffley Elementary School

5/20/20





May 20, 2020

Dr. Fred Bouchard
Assistant Superintendent
Decatur Public Schools #61
101 Cerro Gordo Street
Decatur, IL 62523

Re: Decatur Public Schools #61, Muffley Elementary School

Dear Fred:

This letter serves as a summary of the Final Guaranteed Maximum Price (GMP) for the Project referenced above. The Project Costs are as follows:

Base Bid with indirect construction costs: Four Million Three Hundred Fourteen Thousand Four Hundred Sixty-Nine Dollars: \$4,314,469

This Project Scope of Work includes Work associated with the four classroom addition, gymnasium addition, remodeling and incorporation of air conditioning. Please see Exhibit E for the description of Alternates.

For your consideration we have included Exhibits A through G with this letter. The Exhibits will become part of the Contract and further define the Scope of Work.

- Exhibit A – Drawings, Specifications, and Addenda
- Exhibit B – Allowances
- Exhibit C – Assumptions & Clarifications, Responsibility Matrix, Contingency Definitions
- Exhibit D – Schedule of Work
- Exhibit E – Alternate Prices
- Exhibit F – Unit Prices
- Exhibit G – Project Bid Summary

Thank you very much for the opportunity to serve you, and please let us know if you have any questions or need additional information.

Sincerely Yours,

A handwritten signature in black ink, appearing to read 'Tim Hickey', with a stylized flourish at the end.

Tim Hickey
O'Shea Builders

Exhibit A – Drawings, Specifications and Addenda

- 1) Drawings and Specifications prepared by BLDD Architects, dated April 6, 2020:

List of Drawing Sheets

GENERAL

G101 COVER SHEET
G201 GENERAL - MOUNTING HEIGHTS & PARTITION TYPES
G301 LIFE SAFETY PLAN

CIVIL

C001 COVER SHEET
C002 GENERAL NOTES & SPECIFICATIONS
C100 TOPOGRAPHY & REMOVAL PLAN
C101 OVERALL SITE PLAN
C102 SITE PLAN
C103 UTILITY & SWPPP PLAN
C104 GRADING PLAN
C105 DETAILS
C106 DETAILS
C107 ALTERNATIVE COMPLIANCE LANDSCAPING PLAN

DEMOLITION

D101 FIRST FLOOR DEMOLITION PLAN – NORTH
D102 DEMOLITION FLOOR PLANS

STRUCTURAL

S001 STRUCTURAL GENERAL NOTES
S101 FOUNDATION PLAN AND DETAILS
S102 AUDITORIUM INFILL
S201 ROOF FRAMING AND DETAILS
S202 RTU FRAMING
S203 ALT. BID A-22 PLANS AND DETAILS

ARCHITECTURAL

A101 FLOOR PLAN - OVERALL
A102 ADDITION FLOOR PLAN
A103 FIRST FLOOR PLAN – NORTH & ALT. BIDS
A104 FIRST FLOOR PLAN – SOUTH
A201 BUILDING ELEVATIONS
A202 BUILDING SECTIONS
A203 PRECAST PLAN, ELEVATIONS & DETAILS
A301 OVERALL ROOF PLAN
A302 ROOF PLAN & DETAILS
A401 DOOR SCHEDULE & DETAILS
A402 WINDOW ELEVATIONS & DETAILS, WASTE ENCLOSURE DWGS
A501 WALL SECTIONS & HORIZ. DETAILS
A502 WALL SECTIONS & HORIZONTAL DETAILS

ARCHITECTURAL (Continued)

A503 WALL SECTIONS - ALT. BID
A701 INTERIOR ELEVATIONS
A702 INTERIOR ELEVATIONS
A703 INTERIOR ELEVATIONS - ALT. BID A-23
A704 INTERIOR ELEVATIONS - ALT. BID A-23
A705 INTERIOR ELEVATIONS - ALT. BID A-24
A706 CASEWORK DETAILS - ALT. BID
A801 REFLECTED CEILING PLAN - OVERALL
A802 REFLECTED CEILING PLAN - NORTH
A803 REFLECTED CEILING PLAN - SOUTH & LOWER LEVEL
A804 REFLECTED CEILING PLAN - ADDITION
A805 REFLECTED CEILING PLAN - ALT. BIDS
A901 FINISH FLOOR PLAN - OVERALL FIRST FLOOR PLAN
A902 FINISH FLOOR PLAN - NORTH
A903 FINISH FLOOR PLAN - SOUTH & LOWER LEVEL
A904 FINISH AND SIGNAGE SCHEDULES, FINISH PLAN - ADDITION
A905 FINISH AND SIGNAGE SCHEDULES, FINISH PLANS - ALT. BIDS
F101 FURNITURE LAYOUT - ALT. BID

FIRE PROTECTION

FP101 FIRST FLOOR FIRE PROTECTION PLAN - ADDITION

PLUMBING

PD101 LOWER LEVEL PLUMBING DEMOLITION PLANS
PD102 FIRST FLOOR PLUMBING DEMOLITION PLAN - NORTH
PD103 FIRST FLOOR PLUMBING DEMOLITION PLAN - SOUTH

P101 LOWER LEVEL PLUMBING PLAN & BOILER ROOM
P102 FIRST FLOOR PLUMBING PLAN - NORTH
P103 FIRST FLOOR PLUMBING PLAN - SOUTH
P104 FIRST FLOOR PLUMBING PLAN - ADDITION
P601 PLUMBING SCHEDULES, NOTES & DETAILS
P901 PLUMBING ISOMETRICS VIEWS

MECHANICAL

MD101 LOWER LEVEL MECHANICAL DEMOLITION PLANS
MD102 FIRST FLOOR MECHANICAL DEMOLITION PLAN - NORTH
MD103 FIRST FLOOR MECHANICAL DEMOLITION PLAN - SOUTH

M101 LOWER LEVEL MECHANICAL PLAN & BOILER ROOM
M102 FIRST FLOOR MECHANICAL PLAN - NORTH
M103 FIRST FLOOR MECHANICAL PLAN - SOUTH
M104 FIRST FLOOR MECHANICAL PLAN - ADDITION
M105 ROOF MECHANICAL PLAN - NORTH
M106 ROOF MECHANICAL PLAN - SOUTH
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All drawings are dated April 6, 2020

END 00 0115

List of Specifications

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

PROJECT MANUAL FOR: Addition & Air Conditioning Muffley Elementary Schools
 Decatur Public Schools

DATE: April 6, 2020

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END TOC

2) Project Bidders Manual prepared by O'Shea Builders, dated April 6, 2020.

3) O'Shea Builders has issued five addenda:

- O'Shea Builders Addendum 1 dated 4/20/20
- O'Shea Builders Addendum 2 dated 4/23/20
- O'Shea Builders Addendum 3 dated 4/28/20
- O'Shea Builders Addendum 4 dated 4/29/20
- O'Shea Builders Addendum 5 dated 4/29/20

Exhibit B – Allowances

- O'Shea Builders has included **Fifteen Thousand Dollars (\$15,000)** Staging Area Maintenance Allowance in the Site Improvement package.
- O'Shea Builders has included **Two Thousand Five Hundred Dollars (\$2,500)** Construction Sign Allowance in the General Trades package.
- O'Shea Builders has included **Two Thousand Five Hundred Dollars (\$2,500)** Misc. Flooring Repair Allowance in the Flooring package.
- O'Shea Builders has included **Ten Thousand Dollars (\$10,000)** Allowance in the Electrical package to be used as needed for electrician labor.
- O'Shea Builders has included **Ten Thousand Dollars (\$10,000)** Allowance in the Electrical package to be used as needed for low voltage relocations.
- O'Shea Builders has included **Three Thousand Dollars (\$3,000)** Allowance in the Electrical package to be used to provide electrical service to the Construction Manager's jobsite office trailer.

EXCLUSIONS

- Sales tax
- Builders Risk Insurance (provided by Owner)
- Building Permit (assumed DPS will receive ISBE building permit & waiver of costs for City Site permit)
- Premium Time / After-Hours Shift Work required by Owner-requested change.
- Temporary Utility Consumables - water and electricity used during construction.
- Owner Costs managed by Owner included in the total Project Sum but not in the GMP per Exhibit G:
 - A/E design fee includes design services value provided by BLDD;
 - Preconstruction fee includes O'Shea Builders services as prescribed in the Standard Form of Agreement Between Owner and Construction Manager as Constructor;
 - Asbestos abatement allowance includes hazardous material abatement contracted directly by Owner at a value provided by Jeff Shourd of Alliance Illinois, abatement consultant to the Owner;
 - ISBE called inspections allowance;
 - Site survey and soils testing fees allowance;
 - Audio-Visual equipment allowance;
 - FF&E (furniture, fixtures and equipment) allowance includes furniture value provided by BLDD; and
 - Construction Manager Performance Bond.

QUALIFICATIONS

- The Owner's Contingency amount is **One Hundred Nineteen Thousand Three Hundred Eighty-Three Dollars (\$119,383)** to be used in accordance with the included Contingency Definition guidelines.
- The Construction Manager's Contingency amount is **Seventy Nine Thousand Five Hundred Eighty-Nine Dollars (\$79,589)** to be used in accordance with the included Contingency Definition guidelines.


CLARIFICATIONS

- Payment and Performance Bonds are included with subcontractor bids and for the construction management services, as requested by the Owner.
- Normal working hours, Monday – Friday 7:00am to 3:30pm
- This Guaranteed Maximum Price includes bid packages for Site Improvement, Masonry, Structural Steel, General Trades, Roofing & Sheet Metal, Aluminum & Glass, Gypsum Board Assemblies, Flooring, Gym Flooring, Painting, Athletic & Recreation Equipment, Telescoping Stands, Pre-Engineered Metal Building, Fire Protection, Plumbing, HVAC, and Electrical.
- Our Guaranteed Maximum Price includes a lump sum amount of **Three Hundred Thirty-One Thousand One Hundred Sixty-Five Dollars (\$331,165)** for General Conditions expenses which includes all applicable Project expense for the following O'Shea Builders staff members:
 - Project Manager;
 - Project Superintendent;
 - Project Engineer;
 - Contract Administrator; and
 - Safety Officer.
 - Additionally, it includes charges for:
 - Cell Phones;
 - Jobsite internet services;
 - IT equipment and services;
 - Temporary office trailers and furniture; and
 - Transportation and travel expenses for O'Shea staff members.
- The lump-sum amount of the General Conditions provided by the Construction Manager in the Guaranteed Maximum Price proposal shall be included in the Cost of the Work, and except for amounts which shall be added to the lump-sum amount for Costs beyond the control of the Construction Manager, said lump-sum amount shall not be subject to further modification other than that which may be mutually-agreed upon by the parties.
- Should this Project at any time be eligible for any federal tax credits or deductions, the Owner shall assign the same in their entirety to the Construction Manager.
- Payments for the Work of this Amendment shall not be comingled with or tied to the work of any other amendment to the Owner/Construction Manager Agreement. Reduction of retainage and final payment for this Work shall become due to the


Construction Manager in accordance with the terms and conditions of the Owner/Construction Manager Agreement upon substantial completion and final completion of the Work of this Amendment.

- Each party acknowledges that they have read this Agreement, understand its terms, have had the opportunity to consult with independent legal counsel in connection with the Agreement and knowingly and voluntarily agree to all of the terms of the Agreement.
- The total value of Work, included in our Guaranteed Maximum Price, that will be awarded to Ethnic Minority Business Enterprises is **Thirty- Five Thousand Four Hundred Two Dollars (\$35,402)**, which represents approximately four percent (4%) of the Contract Sum attributable to subcontracting opportunities available. The Owner acknowledges the good faith effort made by O'Shea Builders to comply with the goal of fifteen percent (15%), and consequently, agrees that no penalty will be imposed as a result of not meeting this goal.

EXHIBIT C - RESPONSIBILITY MATRIX

	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
CONTRACT TYPE: CM AT RISK				
CONTINGENCIES				
Estimating Contingency			x	reduced to 0 at GMP
Escalation Contingency			x	reduced to 0 at GMP
Construction Manager's Contingency	x			2%
Owner Contingency	x			3%
INSURANCE & BONDS				
Insurance, Builders Risk		x		
Insurance, GL & Umbrella	x			
Insurance OCIP administration			x	
Insurance, Pollution	x			only as required
Insurance, Professional Liability	x			only as required
Performance & Payment Bond	x			
GENERAL				
Start Up & Training	x			
Commissioning			x	
Consultant Fees: Design, Legal, etc.				
Architectural		x		
Civil		x		
Structural		x		
MEP / FP Design		x		
Special: Auditorium, A/V, Food Service, etc.			x	
Legal			x	
Master Planning			x	
1-Year Warranty	x			
Financing			x	
Hazardous Materials: Testing & Abatement		x		asbestos abatement allowance
Inspection & Testing Fees	x	x		called inspections allowance
Geotechnical Report		x		owner allowance
Site Survey / Topographic Survey		x		owner allowance
Model/BIM Service			x	
Moving/Relocating Existing furniture & Equipment for Storage			x	
Land Costs			x	
Landscaping & Irrigation			x	
Maintenance Contract			x	
Mock-ups - On-Site	x			as required by architect
Mock-ups - Off-Site			x	
Peer Review - Enclosure			x	
Peer Review - MEP System			x	
Peer Review - Structural			x	
Permits				
City		x		limited to site - no fee
County			x	N/A
EPA	x			
Regional Office of Education		x		
Preconstruction Fees		x		owner allowance
Printing Costs		x		included in A/E reimbursable fee
Sales tax			x	exempt
Unforeseen Conditions	x			Owner's Contingency
Utility Company charges, including but not limited to, tap and connection	x			
Utility Company charges, including but not limited to, impact or assessment fees			x	
Utilities - Construction consumption			x	
Utilities - Permanent Electrical Service			x	existing
Utilities - Permanent Gas Service			x	existing
Utilities - Other Permanent Service...			x	

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

 O'SHEA BUILDERS	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
FF&E				
Artwork			x	
Athletic Equipment			x	see below
Computer Equipment			x	
Food Service Equipment			x	
Window Treatments	x			
Furniture - Movable		x		FF& E allowance
Fixed Seating			x	
Signage - Interior (other than code required)			x	
Signage - Exterior Building and Site			x	
Environmental Graphics	x			
Tack Boards/Marker boards			x	
Acoustical Treatment	x			
SYSTEMS				
Audio / Visual / Lighting Equipment & Systems			x	
Fire Alarm	x			
Intercom			x	
Networking Equipment			x	
Public Address/Paging			x	
Security CCTV			x	
Access Control Systems			x	with alternates not accepted
Synchronous Clock System			x	
UPS System			x	
Low Voltage Systems (conduit & rough-in)			x	
<u>Voice/Data Systems</u>				
Backbone conduit & rough-in	x			
Cabling		x		
Termination Equipment (Patch panels, Jacks, terminations, etc.			x	
Head End Equipment (PBX, Servers, Switches, etc.			x	
Wireless LAN			x	
EDUCATION SPECIFIC FF&E				
Smart Boards			x	
Athletic Equipment - Fixed	x			BB, VB, curtain, pads
Score Boards			x	
Athletic Equipment - Movable			x	
Bleachers	x			
Shop Equipment			x	
Theater Equipment			x	
Theater Lighting			x	
Classroom Furniture (Desks, Tables, Chairs)		x		FF&E allowance
Lab Equipment			x	
TVs		x		see allowance
TV and Monitor Brackets	x			

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

***Budget Contingency Definitions for Pre-Construction & Construction Phases as
Construction Manager***

PHASE	NAME	RESPONSIBLE PARTY	DESCRIPTION
Pre-Construction	Estimating Contingency	O'Shea	<ul style="list-style-type: none"> • <i>Costs associated with areas of the design that are not yet defined.</i> • Originally set at 5% but reduced to 0 as design is completed & GMP finalized.
Pre-Construction	Escalation Contingency	O'Shea	<ul style="list-style-type: none"> • <i>Cost increases due to market changes and projected construction schedule; reflects both material and labor costs.</i>
Construction	Construction Manager's Contingency	O'Shea	<ul style="list-style-type: none"> • <i>The Construction Manager's Contingency is reserved for the Construction Manager's exclusive use to cover those costs considered reimbursable as the Cost of the Work but not included in a Change Order.</i> • Currently set at \$79,589 = 2%
Construction	Owner's Contingency	Owner and O'Shea	<ul style="list-style-type: none"> • <i>Costs associated with unforeseen conditions, errors/omissions, code/regulatory change, work deliberately excluded from Construction Documents, and Owner-initiated changes.</i> • Currently set at \$119,383 = 3%

Exhibit D- Schedule


Muffley PreCon Schedule															
ID	Task Name	Duration	Start	Finish	2019		2020		2021		2022		2023		
					H1	H2	H1	H2	H1	H2	H1	H2	H1	H2	
1	Preconstruction	161 days	Mon 3/2/20	Thu 10/15/20					Preconstruction						
2	Bid Packages	28 days	Mon 3/2/20	Wed 4/8/20					Bid Packages						
3	Bid Date	16 days	Thu 4/9/20	Thu 4/30/20					Bid Date						
4	Buy Out	9 days	Wed 5/13/20	Tue 5/26/20					Buy Out						
5	Subcontracts	10 days	Wed 5/27/20	Tue 6/9/20					Subcontracts						
6	Submittals	55 days	Wed 6/10/20	Wed 8/26/20					Submittals						
7	RTU Submittal	7 days	Tue 8/18/20	Wed 8/26/20					RTU Submittal						
8	Electrical Submittals	7 days	Wed 6/10/20	Thu 6/18/20					Electrical Submittals						
9	Other Submittals	25 days	Wed 6/10/20	Wed 7/15/20					Other Submittals						
10	RTU Procurement	35 days	Thu 8/27/20	Thu 10/15/20					RTU Procurement						
11	Procurement	25 days	Thu 7/16/20	Wed 8/19/20					Procurement						
12	Milestones	307 days	Thu 5/28/20	Wed 8/11/21					Milestones						
13	End of School 2020	0 days	Thu 5/28/20	Thu 5/28/20					End of School 2020 5/28						
14	Beginning of School 2020	0 days	Wed 8/12/20	Wed 8/12/20					Beginning of School 2020 8/12						
15	Completion of New Addition	0 days	Tue 2/16/21	Tue 2/16/21					Completion of New Addition 2/16						
16	End Of School 2021	0 days	Thu 5/27/21	Thu 5/27/21					End Of School 2021 5/27						
17	Beginning of School 2021	0 days	Wed 8/11/21	Wed 8/11/21					Beginning of School 2021 8/11						
18	Construction	271 days	Mon 7/13/20	Wed 8/4/21					Construction						
19	Sitework	250 days	Mon 7/13/20	Tue 7/6/21					Sitework						
20	Mobilization/Fence/Erosion Control	5 days	Mon 7/13/20	Fri 7/17/20					Mobilization/Fence/Erosion Control						
21	Pavement Removal	10 days	Mon 7/20/20	Fri 7/31/20					Pavement Removal						
22	Utility Relocations	15 days	Mon 7/27/20	Fri 8/14/20					Utility Relocations						
23	Cut Fill/ Subgrade	10 days	Thu 5/27/21	Thu 6/10/21					Cut Fill/ Subgrade						
24	Paving	10 days	Fri 6/11/21	Thu 6/24/21					Paving						
25	Landscaping	10 days	Tue 6/22/21	Tue 7/6/21					Landscaping						
26	Striping	5 days	Fri 6/25/21	Thu 7/1/21					Striping						
27	Building	266 days	Mon 7/20/20	Wed 8/4/21					Building						
28	Renovations	48 days	Thu 5/27/21	Wed 8/4/21					Renovations						
29	Abatement	15 days	Thu 5/27/21	Thu 6/17/21					Abatement						
30	Demolition	10 days	Fri 6/4/21	Thu 6/17/21					Demolition						
31	MEP Demolition	10 days	Fri 6/4/21	Thu 6/17/21					MEP Demolition						
32	MEP Above Ceiling Rough In	15 days	Fri 6/11/21	Thu 7/1/21					MEP Above Ceiling Rough In						
33	Gas Piping	10 days	Fri 6/11/21	Thu 6/24/21					Gas Piping						

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Muffley PreCon Schedule														
ID	Task Name	Duration	Start	Finish	2019		2020		2021		2022		2023	
					H1	H2	H1	H2	H1	H2	H1	H2	H1	H2
34	Duct Layout	15 days	Fri 6/11/21	Thu 7/1/21										
35	Plumbing	5 days	Fri 6/18/21	Thu 6/24/21										
36	Geofoam Infill	7 days	Tue 6/8/21	Wed 6/16/21										
37	Framing	3 days	Thu 6/17/21	Mon 6/21/21										
38	In Wall Rough in	2 days	Tue 6/22/21	Wed 6/23/21										
39	Gypsum Board	2 days	Thu 6/24/21	Fri 6/25/21										
40	Finishing & Painting	6 days	Mon 6/28/21	Tue 7/6/21										
41	Casework	2 days	Wed 7/7/21	Thu 7/8/21										
42	Glazing & Storefront	5 days	Fri 7/9/21	Thu 7/15/21										
43	Ceilings	10 days	Wed 7/7/21	Tue 7/20/21										
44	Flooring	10 days	Fri 7/16/21	Thu 7/29/21										
45	Doors and Hardware	5 days	Thu 7/29/21	Wed 8/4/21										
46	MEP RTU Layout	5 days	Fri 6/4/21	Thu 6/10/21										
47	Roof Curb and Patching	10 days	Fri 6/11/21	Thu 6/24/21										
48	Install RTUs	15 days	Fri 6/25/21	Fri 7/16/21										
49	Final Connections, Testing of HVAC System	8 days	Mon 7/19/21	Wed 7/28/21										
50	Commission and Training	3 days	Thu 7/29/21	Mon 8/2/21										
51	Final Cleaning	2 days	Tue 8/3/21	Wed 8/4/21										
52	Addition	147 days	Mon 7/20/20	Tue 2/16/21										
53	Layout	5 days	Mon 7/20/20	Fri 7/24/20										
54	Footings & Foundations	25 days	Mon 7/27/20	Fri 8/28/20										
55	Interior Below Slab Rough In	25 days	Mon 8/17/20	Mon 9/21/20										
56	Building Slab(If Metal Building Option)	5 days	Tue 9/22/20	Mon 9/28/20										
57	Gymnasium	102 days	Tue 9/15/20	Tue 2/9/21										
58	CMU Walls	15 days	Tue 9/15/20	Mon 10/5/20										
59	Prefabricated Metal Building - Structure	10 days	Wed 9/30/20	Tue 10/13/20										
60	Waterproofing and Insulation	5 days	Tue 10/6/20	Mon 10/12/20										
61	Brick Veneer	15 days	Tue 10/20/20	Mon 11/9/20										
62	Prefabricated Metal Building - Envelope	20 days	Tue 11/10/20	Wed 12/9/20										
63	Prefabricated Metal Building - Insulation	10 days	Tue 11/24/20	Wed 12/9/20										
64	Gymnasium Dry In	0 days	Wed 12/9/20	Wed 12/9/20										
65	Painting	7 days	Thu 12/10/20	Fri 12/18/20										
66	MEP Trimout	15 days	Mon 12/21/20	Tue 1/12/21										
Page 2														

Muffley PreCon Schedule														
ID	Task Name	Duration	Start	Finish	2019 H1	H2	2020 H1	H2	2021 H1	H2	2022 H1	H2	2023 H1	H2
67	Overhead Athletic Equipment	10 days	Wed 1/13/21	Tue 1/26/21										
68	Atheletic Flooring	5 days	Wed 1/27/21	Tue 2/2/21										
69	Bleachers	5 days	Wed 2/3/21	Tue 2/9/21										
70	Pre Cast Gymnasium Alternate	34 days	Mon 10/26/20	Mon 12/14/20										
71	Pre Cast Panel Erection Phase	6 days	Mon 10/26/20	Mon 11/2/20										
72	Structural Steel - Deck	8 days	Tue 11/3/20	Thu 11/12/20										
73	Roof Insulation and Membrane	10 days	Fri 11/13/20	Mon 11/30/20										
74	Building Slab (Pre Cast)	5 days	Tue 12/8/20	Mon 12/14/20										
75	Classrooms	97 days	Tue 9/29/20	Tue 2/16/21										
76	Framing or SIPS	10 days	Tue 9/29/20	Mon 10/12/20										
77	Waterproofing and Insulation	8 days	Tue 10/6/20	Thu 10/15/20										
78	Roof Trusses	5 days	Tue 10/13/20	Mon 10/19/20										
79	Brick Veneer	7 days	Fri 10/9/20	Mon 10/19/20										
80	Roof Sheathing & Curbs	7 days	Tue 10/20/20	Wed 10/28/20										
81	Glazing	3 days	Tue 10/20/20	Thu 10/22/20										
82	Roofing - Dry In	7 days	Thu 10/29/20	Fri 11/6/20										
83	Classroom Dry In	0 days	Fri 11/6/20	Fri 11/6/20										
84	In Wall Rough In	10 days	Thu 10/29/20	Wed 11/11/20										
85	Set RTU's	10 days	Mon 11/9/20	Fri 11/20/20										
86	Gyp Board	10 days	Thu 11/5/20	Wed 11/18/20										
87	Finishing	10 days	Thu 11/12/20	Wed 11/25/20										
88	Painting	8 days	Thu 11/19/20	Wed 12/2/20										
89	Ceilings	8 days	Thu 12/3/20	Mon 12/14/20										
90	Flooring	8 days	Tue 12/15/20	Thu 12/24/20										
91	Casework	8 days	Mon 12/28/20	Thu 1/7/21										
92	Trimout	8 days	Fri 1/8/21	Tue 1/19/21										
93	Doors and Hardware	5 days	Wed 1/20/21	Tue 1/26/21										
94	Toilet Accessories	2 days	Wed 1/27/21	Thu 1/28/21										
95	Furniture Installation	5 days	Fri 1/29/21	Thu 2/4/21										
96	Final Cleaning	5 days	Wed 2/10/21	Tue 2/16/21										
97	Closeout	144 days	Wed 1/20/21	Wed 8/11/21										
98	ISBE Document Collection	20 days	Wed 1/20/21	Tue 2/16/21										
99	ISBE Inspection	20 days	Wed 2/17/21	Tue 3/16/21										

Page 3

Muffley PreCon Schedule														
ID	Task Name	Duration	Start	Finish	2019		2020		2021		2022		2023	
					H1	H2	H1	H2	H1	H2	H1	H2	H1	H2
100	Closeout Documents	20 days	Thu 7/15/21	Wed 8/11/21					 Closeout Documents					

Page 4

Exhibit E – Alternate Prices

~~Alternate No A17: Provide Additional Fire Hydrants~~

~~All Bid Packages:~~ Provide additional fire hydrants as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A18: Provide Additional Parking on the East Side~~

~~All Bid Packages:~~ Provide a parking lot and associated work as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A19: Provide Additional Parking on the West Side~~

~~All Bid Packages:~~ Provide a parking lot and associated work as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A20: Provide Additional Parking on the South Side~~

~~All Bid Packages:~~ Provide a parking lot and associated work as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A21: Provide Parent Drop-Off Loop~~

~~All Bid Packages:~~ Provide a drop-off lane and associated work as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A22: Provide Precast Gym in lieu of Pre-Engineered Metal Building Gym~~

~~All Bid Packages:~~ Provide a precast concrete panel gymnasium in lieu of the pre-engineered metal building gymnasium as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A23: Provide Multipurpose & Auditorium Remodel~~

All Bid Packages: Remodel the multipurpose room and auditorium as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A24: Provide a Secure Existing Entry~~

All Bid Packages: Remodel the existing entry vestibule to provide a secure area with doors and door access control as indicated on the construction documents. Additional work and finishes adjacent to this area are affected by this alternate.

Add / Deduct Amount: _____

~~Alternate No A25a: Provide TREMCO TPO Roofing Upgrade~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A25b: Provide TREMCO TPO Roofing Upgrade with Alt No 22 Precast Gym.~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the Alternate No. A22 Precast Gym bid as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A26a: Provide TREMCO Therm 100 Built-up Roofing Upgrade~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A26b: Provide TREMCO Therm 100 Built-up Roofing Upgrade with Alt No 22 Precast Gym.~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the Alternate No. A22 Precast Gym bid as indicated on the construction documents.

Add / Deduct Amount: _____

CONSTRUCTION MANAGER ALTERNATES

For purposes of the Construction Manager, the bidder will perform Construction Manager alternate bid Work associated with the bid package or combination of bid packages. Additions and deductions include all modifications of Work or additional Work that the bidder may be required to perform by reason of the acceptance of alternate bids. Circle "Add" or "Deduct" according to the alternate cost in relation to base bid. Note if the alternate below does not affect bid indicate "\$0.00", or if not relative to specific base bid indicate Not Applicable by "N/A".

~~Alternate No CM-1: Gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

~~Bid Package 09200: Delete gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

Add / Deduct Amount: _____

Alternate A30: Add / Deduct Amount: _____

~~Bid Package 09900: Provide gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

Add / Deduct Amount: _____

Alternate A30: Add / Deduct Amount: _____

~~Alternate No CM-2: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

~~Bid Package 09600 & 09640: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

~~Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.~~

~~Bid Package 09600 & 09640: Delete all flooring concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

Alternate No CM-4 Provide wood frame construction classroom additions in lieu of SIPs.

Bid Package 06000: In lieu of Structural Insulated Panels provide traditional wood frame, insulated construction as detailed in the Construction Documents (see 8L on A503 and Alternate CM-4 Detail).

Add / Deduct Amount: \$33,024

Bid Package 09200: In lieu of Structural Insulated Panels provide traditional wood frame, insulated construction as detailed in the Construction Documents (see 8L on A503 and Alternate CM-4 Detail).

Add / Deduct Amount: \$3,427

Exhibit F – Unit Prices

N/A

Exhibit G - Project Bid Summary



5/20/2020

Owner:	Decatur Public Schools
Location:	Muffley Elementary School
Bid Time:	4/30/2020 2:00PM
Project #:	

Ver 1.3

Decatur Public Schools #61 - Muffley Elementary School

BID PACKAGE	BASE BIDS	ALTERNATE BIDS	TOTAL	COMPANY	MBE %
02700 Site Improvement	\$ 334,052	\$ -	\$ 334,052	Christy Foltz	15%
04200 Masonry	\$ 187,300	\$ -	\$ 187,300	JJ Braker	3%
05100 Structural Steel	\$ 68,147	\$ -	\$ 68,147	O'Shea Builders	
06000 General Trades	\$ 800,780	\$ (33,024)	\$ 767,756	O'Shea Builders	1%
07500 Roofing & Sheet Metal	\$ 171,600	\$ -	\$ 171,600	Top Quality	
08400 Aluminum & Glass	\$ 64,850	\$ -	\$ 64,850	Kelly Glass	20%
09200 Gypsum Board Assemblies	\$ 129,000	\$ 3,427	\$ 132,427	Allied	
09600 Flooring	\$ 152,338	\$ -	\$ 152,338	Flooring Systems *	
09640 Gym Flooring	\$ 46,205	\$ -	\$ 46,205	Flooring Systems *	
09900 Painting	\$ 45,950	\$ -	\$ 45,950	Midwest Commercial Coatings	
11480 Athletic & Recreation Equipment	\$ 46,484	\$ -	\$ 46,484	H2I	
12660 Telescoping Stands	\$ 15,731	\$ -	\$ 15,731	Irwin	
13120 Pre-Engineered Metal Building	\$ 188,963	\$ -	\$ 188,963	O'Shea Builders	
15300 Fire Protection	\$ 34,890	\$ -	\$ 34,890	Illini Fire Service	15%
15400 Plumbing	\$ 93,350	\$ -	\$ 93,350	Henson Robinson	
15700 HVAC	\$ 964,281	\$ -	\$ 964,281	EL Pruitt	
16000 Electrical	\$ 299,000	\$ -	\$ 299,000	Egzli	
03400 Early Pre-Cast Bid (With Alternate No A-22)	\$ -	\$ -	\$ -		
CM General Conditions	\$ 331,165	\$ -	\$ 331,165		
Testing & Inspection	\$ 34,084	\$ -	\$ 34,084		
Temp Floor Protection	\$ 668	\$ -	\$ 668		
	\$ 4,008,838	\$ (29,597)	\$ 3,979,241	Total MBE Contract Value:	4%
Indirect Construction Costs					
Sales Tax, Exempt Proj Consumables	\$ 200	\$ -	\$ 200		
CM Fee	\$ 136,817	\$ (1,010)	\$ 135,807		
Construction Contingency (5%)	\$ 200,452	\$ (1,480)	\$ 198,972		
Erosion Control permit	\$ 250		\$ 250		
			\$ -		
Indirect Construction Costs Summary					
	\$ 337,718	\$ (2,490)	\$ 335,229		
Subtotal - GMP					
	\$ 4,346,556	\$ (32,087)	\$ 4,314,469		
Owner Costs					
O'Shea Precon Fee	\$ 13,063		\$ 13,063		
A/E Fees & Reimbursables	\$ 425,970	\$ -	\$ 425,970		
Allowance: Abatement	\$ 35,000		\$ 35,000		
Allowance: Called Inspections	\$ 12,500		\$ 12,500		
Allowance: Audio-Visual Equipment	\$ 6,000		\$ 6,000		
Allowance: Owner FF&E	\$ 62,000		\$ 62,000		
Allowance: Owner Safety & Security			\$ -		
CM Performance Bond	\$ 32,037		\$ 32,037		
			\$ -		
Allowance: Owner Communications (Phone, VOIP)			\$ -		
Builder's Risk		\$ -	\$ -		
Bldg Permit: EXEMPT		\$ -	\$ -		
		\$ -	\$ -		
Owner Costs Summary					
	\$ 586,570	\$ -	\$ 586,570		
TOTAL PROJECT AMOUNT					
	\$ 4,933,126	\$ (32,087)	\$ 4,901,039	budget: \$5,053,579	
ALTERNATE PROPOSALS					
Alternate No A-17: Additional Fire Hydrants at Muffley		DECLINED			
Alternate No A-18: Additional Parking on East Side at Muffley		DECLINED			
Alternate No A-19: Additional Parking on West Side of Muffley		DECLINED			
Alternate No A-20: Additional Parking on South Side of Muffley		DECLINED			
Alternate No A-21: Parent Drop-Off Loop at Muffley		DECLINED			
Alternate No A-22: Precast Gym ILO PEMB at Muffley		DECLINED			
Alternate No A-23: Multipurpose and Auditorium Remodel at Muffley		DECLINED			
Alternate No A-24: Secure Existing Entry at Muffley		DECLINED			
Alternate No A-25a: Provide TREMCO TPO Roofing Upgrade		DECLINED			
Alternate No A-25b: Provide TREMCO TPO Roofing Upgrade with Alt A22 Precast Gym		DECLINED			
Alternate No A-26a: Provide TREMCO Therm 100 Built-up Roofing Upgrade		DECLINED			
Alternate No A-26b: Provide TREMCO Therm 100 Built-up Roofing Upgrade with Alt A22 Precast Gym		DECLINED			
Alternate No CM-1: Gypsum board taping & finishing including but not limited to corner beads & tear-away beads		DECLINED			
Alternate No CM-2: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system		DECLINED			
Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.		DECLINED			
Alternate No CM-4 Provide wood frame construction classroom additions in lieu of SIPs.		ACCEPTED			

AIA® Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following **PROJECT**:

(Name and address or location)

Decatur Public Schools #61
Parsons Elementary School
3591 N. MacArthur Rd.
Decatur, IL 62526

THE OWNER:

(Name, legal status and address)

Decatur Public Schools District #61
101 W Cerro Gordo Street
Decatur IL 62523

THE CONSTRUCTION MANAGER:

(Name, legal status and address)

Harold O'Shea Builders, Inc., d/b/a O'Shea Builders
3401 Constitution Drive
Springfield, IL 62711

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Million Six Hundred Forty-Six Thousand One Hundred Forty-Four dollars (\$4,646,144), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.

(Provide below or reference an attachment.)

See Exhibit G in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

See Exhibit E in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:

(Identify allowance and state exclusions, if any, from the allowance price.)

See Exhibit B in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

See Exhibit C in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract: N/A

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

See Exhibit A in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:

(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

See attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

July 1, 2021 as noted in Exhibit D in the attached 5/21/20 O'Shea Guaranteed Maximum Price Summary Document, Decatur Public Schools #61 Parsons Elementary School.

Init.

E-SIGNED by Michael E O'Shea
on 2020-05-21 07:28:28 CDT

OWNER (Signature)

Beth Nolan, President, Board of Education, Decatur
Public Schools District #61

(Printed name and title)

CONSTRUCTION MANAGER (Signature)

Michael E. O'Shea, President of Harold O'Shea
Builders, Inc., d/b/a O'Shea Builders

(Printed name and title)

Init.

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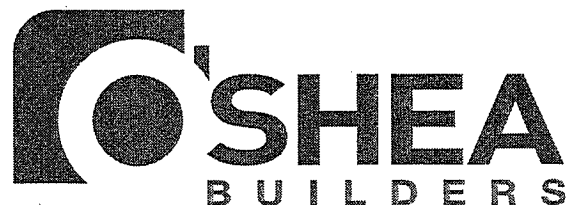
(1951615545)

O'Shea Guaranteed Maximum Price Summary Document

Decatur Public Schools #61

Parsons Elementary School

5/21/20





May 21, 2020

Dr. Fred Bouchard
Assistant Superintendent
Decatur Public Schools #61
101 Cerro Gordo Street
Decatur, IL 62523

Re: Decatur Public Schools #61, Parsons Elementary School

Dear Fred:

This letter serves as a summary of the Final Guaranteed Maximum Price (GMP) for the Project referenced above. The Project Costs are as follows:

Base Bid with indirect construction costs: **Four Million Six Hundred Forty-Six Thousand One Hundred Forty-Four Dollars: \$4,646,144**

This Project Scope of Work includes Work associated with the eight classroom addition, gymnasium addition, remodeling and incorporation of air conditioning. Please see Exhibit E for the description of Alternates.

For your consideration we have included Exhibits A through G with this letter. The Exhibits will become part of the Contract and further define the Scope of Work.

- Exhibit A – Drawings, Specifications, and Addenda
- Exhibit B – Allowances
- Exhibit C – Assumptions & Clarifications, Responsibility Matrix, Contingency Definitions
- Exhibit D – Schedule of Work
- Exhibit E – Alternate Prices
- Exhibit F – Unit Prices
- Exhibit G – Project Bid Summary

Thank you very much for the opportunity to serve you, and please let us know if you have any questions or need additional information.

Sincerely Yours,

A handwritten signature in black ink, appearing to read 'Tim Hickey', with a stylized flourish at the end.

Tim Hickey
O'Shea Builders

Exhibit A – Drawings, Specifications and Addenda

- 1) Drawings and Specifications prepared by BLDD Architects, dated March 23, 2020:

DIVISION 00 - PROCUREMENT AND CONTRACT REQUIREMENTS

Document 00 0115 - List of Drawing Sheets

GENERAL

G101 COVER SHEET
G201 GENERAL - MOUNTING HEIGHTS & PARTITION TYPES
G301 LIFE SAFETY PLAN

CIVIL

C001 COVER SHEET
C002 GENERAL NOTES & SPECIFICATIONS
C100 TOPOGRAPHY & REMOVAL PLAN
C101 OVERALL SITE PLAN
C102 SITE PLAN
C103 UTILITY & SWPPP PLAN
C104 GRADING PLAN
C105 DETAILS
C106 DETAILS
C107 ALTERNATIVE COMPLIANCE LANDSCAPING PLAN

DEMOLITION

D101 DEMOLITION FLOOR PLAN - SOUTH
D102 DEMOLITION FLOOR PLAN - NORTH

STRUCTURAL

S001 STRUCTURAL GENERAL NOTES
S101 FOUNDATION PLAN AND DETAILS
S102 AUDITORIUM INFILL
S201 ROOF FRAMING AND DETAILS
S202 RTU FRAMING
S203 ALT. BID A-28 PLANS AND DETAILS

ARCHITECTURAL

A101 FLOOR PLAN - OVERALL
A102 FIRST FLOOR PLAN - ADDITION
A103 ALTERNATE BID FLOOR PLANS
A201 BUILDING ELEVATIONS & WASTE ENCLOSURE DRAWINGS
A202 BUILDING SECTIONS
A203 PRECAST PLANS AND ELEVATIONS
A301 ROOF PLAN - OVERALL
A302 ROOF PLAN
A303 ROOF DETAILS
A401 DOOR SCHEDULE & DETAILS
A402 WINDOW ELEVATIONS & DETAILS
A501 WALL SECTIONS
A502 WALL SECTIONS & HORIZONTAL DETAILS
A503 WALL SECTIONS - ALT. BID A-28
A701 ALTERNATE - INTERIOR ELEVATIONS
A702 ALTERNATE - INTERIOR ELEVATIONS
A703 ALTERNATE - INTERIOR ELEVATIONS

A704 ALTERNATE - INTERIOR ELEVATIONS
A705 ALTERNATE - INTERIOR ELEVATIONS
A707 MILLWORK
A708 MILLWORK
A709 ELEVATIONS AND DETAILS
A710 INTERIOR ELEVATIONS AND SIGNAGE SCHEDULE
A801 REFLECTED CEILING PLAN - OVERALL
A802 REFLECTED CEILING PLAN - NORTH
A803 REFLECTED CEILING PLAN - SOUTH
A804 REFLECTED CEILING PLAN - ALTERNATE BID
A901 FIRST FLOOR FINISH PLAN AND ROOM FINISH SCHEDULES
F101 ALT. - FIRST FLOOR CORE REMODEL - FURNITURE PLAN

FIRE PROTECTION

FP101 FIRE PROTECTION PLAN

PLUMBING

PD101 PLUMBING DEMOLITION PLAN NORTH
PD102 PLUMBING DEMOLITION PLAN SOUTH
P101 PLUMBING PLAN NORTH
P102 PLUMBING PLAN SOUTH
P103 ALTERNATE A-29 PLUMBING PLANS
P601 PLUMBING SCHEDULES, NOTES & DETAILS
P901 COORDINATION PLUMBING DRAWINGS

MECHANICAL

MD101 HVAC DEMOLITION PLAN NORTH
MD102 HVAC DEMOLITION PLAN SOUTH
M101 HVAC PLAN NORTH
M102 HVAC PLAN SOUTH
M103 HVAC ROOF PLAN NORTH
M104 HVAC ROOF PLAN SOUTH
M105 ALTERNATE HVAC PLAN
M601 MECHANICAL NOTES & DETAILS
M602 MECHANICAL SCHEDULES
M603 HVAC DIGITAL CONTROL DIAGRAM & NOTES
M901 MECHANICAL MEZZANINE COORDINATION VIEWS
M902 MECHANICAL ADDITION COORDINATION VIEWS
M903 NATURAL GAS COORDINATION VIEW

ELECTRICAL

ED101 ELECTRICAL DEMOLITION PLAN
E101 ELECTRICAL POWER PLAN - NORTH
E102 ELECTRICAL POWER PLAN - SOUTH
E111 ELECTRICAL LIGHTING PLAN
E121 ELECTRICAL ALTERNATE PLANS - CORE REMODEL
E301 ELECTRICAL SCHEDULES
E601 ELECTRICAL NOTES & LEGEND

All drawings are dated March 23, 2020

END 00 0115

List of Specifications**PROJECT MANUAL
TOC - Table of Contents**

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

PROJECT MANUAL FOR: Addition & Air Conditioning
Parsons Elementary School
Decatur Public Schools

DATE: March 23, 2020

DIVISION	SECTION	TITLE	PAGES
<u>00</u>		<u>PROCUREMENT AND CONTRACT REQUIREMENTS</u>	
	00 0115	List of Drawing Sheets	00 0115-1-3
	00 3132	Geotechnical Data	00 3132-1-85
	00 9100	Reserved for Addenda	00 9100
<u>01</u>		<u>GENERAL REQUIREMENTS</u>	
	01 1000	Project Summary	01 1000-1-4
	01 2300	Alternates	01 2300-1-1
	01 3100	Project Coordination	01 3100-1-7
	01 3119	Project Meetings	01 3119-1-4
	01 3300	Submittal Procedures	01 3300-1-13
	01 4000	Quality Requirements	01 4000-1-8
	01 4001	ISBE Called Inspections	01 4001-1-3
	01 5000	Temporary Facilities and Controls	01 5000-1-13
	01 6000	Product Requirements	01 6000-1-7
	01 7329	Cutting and Patching	01 7329-1-3
	01 7700	Closeout Procedures	01 7700-1-9
<u>02</u>		<u>EXISTING CONDITIONS</u>	
	02 4119	Selective Demolition	02 4119-1-7
<u>03</u>		<u>CONCRETE</u>	
	03 3000	Concrete	03 3000-1-25
	03 4500	Precast Architectural Concrete	03 4500-1-16
	03 5114	Cementitious Roof Deck	03 5114-1-4
<u>04</u>		<u>MASONRY</u>	
	04 2000	Unit Masonry	04 2000-1-21
	04 7200	Cast Stone Masonry	04 7200-1-8
<u>05</u>		<u>METALS</u>	
	05 1200	Structural Steel	05 1200-1-13
	05 2100	Steel Joists	05 2100-1-6
	05 5000	Metal Fabrications	05 5000-1-12
<u>06</u>		<u>WOOD, PLASTICS, AND COMPOSITES</u>	
	06 1000	Rough Carpentry	06 1000-1-6
	06 1100	Wood Framing	06 1100-1-10

06 1216	Structural Insulated Panels	06 1216-1-8
06 2200	Millwork	06 2200-1-8
06 4000	Architectural Woodwork	06 4000-1-14

07 THERMAL & MOISTURE PROTECTION

07 2100	Building Insulation	07 2100-1-6
07 2700	Air Barriers	07 2700-1-5
07 4213	Metal Wall Panels	07 4213-1-9
07 4214	Metal Soffit Panels	07 4214-1-5
07 5423	Thermoplastic Polyolefin (TPO) Membrane Roofing	07 5423-1-7
07 6200	Sheet Metal Flashing and Trim	07 6200-1-9
07 7200	Roof Accessories	07 7200-1-2
07 7216	Rooftop Equipment Screens	07 7216-1-3
07 8413	Penetration Firestopping	07 8413-1-9
07 8446	Fire-Resistive Joint Systems	07 8446-1-6
07 9200	Joint Sealants	07 9200-1-15
07 9500	Preformed Expansion Seals	07 9500-1-4

08 OPENINGS

08 1100	Metal Doors and Frames	08 1100-1-10
08 1400	Wood Doors	08 1400-1-6
08 3100	Access Panels and Frames	08 3100-1-
4		
08 3300	Overhead Coiling Doors	08 3300-1-7
08 4113	Aluminum Entrances & Storefronts	08 4113-1-11
08 7100	Hardware	08 7100-1-21
08 8000	Glazing	08 8000-1-15

09 FINISHES

09 2100	Gypsum Board Assemblies	09 2100-1-8
09 3000	Tile	09 3000-1-9
09 5100	Acoustical Ceilings	09 5100-1-6
09 6513	Resilient Base, Stair Accessories, & Flooring Accessories	09 6513-1-7
09 6516	Resilient Sheet Flooring	09 6516-1-6
09 6519	Resilient Tile Flooring	09 6519-1-6
09 6566	Resilient Athletic Flooring	09 6566-1-6
09 6800	Carpet	09 6800-1-7
09 8400	Acoustic Wall Panels	09 8400-1-5
09 9100	Paints and Coatings	09 9100-1-28

10 SPECIALTIES

10 1100	Visual Display Surfaces	10 1100-1-4
10 1420	Interior Environmental Graphics	10 1420-1-5
10 1423	Panel Signage	10 1423-1-10
10 2800	Toilet and Bath Accessories	10 2800-1-6
10 4400	Fire Protection Specialties	10 4400-1-3

11 EQUIPMENT

11 6600	Athletic Equipment	11 6600-1-12
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12 FURNISHINGS

12 2413	Roller Window Shades	12 2413-1-5
12 6600	Telescoping Strands	12 6600-1-6

13 SPECIAL CONSTRUCTION

13 3419	Metal Building Systems	13 3419-1-22
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21 FIRE SUPPRESSION

21 0500	Common Work Results for Fire Suppression	21 0500-1-3
21 0553	Identification for Fire Suppression Piping and Equipment	21 0553-1-2
21 1300	Fire Suppression Sprinkler Systems	21 1300-1-4

22 PLUMBING

22 0553	Identification for Plumbing Piping and Equipment	22 0553-1-1
22 0719	Plumbing Piping Insulation	22 0719-1-2
22 1005	Plumbing Piping	22 1005-1-6
22 1006	Plumbing Piping Specialties	22 1006-1-2
22 1113	Facility Water Distribution Piping	22 1113-1-2
22 1313	Facility Sanitary Sewers	22 1313-1-2
22 4000	Plumbing Fixtures	22 4000-1-5

23 HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)

23 0553	Identification for HVAC Piping and Equipment	23 0553-1-1
23 0593	Testing, Adjusting, and Balancing for HVAC	23 0593-1-4
23 0713	Duct Insulation	23 0713-1-4
23 3100	HVAC Ducts and Casings	23 3100-1-3
23 3300	Air Duct Accessories	23 3300-1-3
23 3700	Air Outlets and Inlets	23 3700-1-3
23 7223	Packaged Air-to-Air Energy Recovery Units	23 7223-1-5
23 7413	Packaged Rooftop HVAC Units	23 7413-1-4
23 8126.13	Ductless Mini-split Heat Pump Systems	23 8126-1-4
23 8200	Convection Heating and Cooling Units	23 8200-1-5

26 ELECTRICAL

26 0505	Selective Demolition for Electrical	26 0505-1-1
26 0519	Low-Voltage Electrical Power Conductors and Cables	26 0519-1-7
26 0526	Grounding and Bonding for Electrical Systems	26 0526-1-3
26 0529	Hangers and Supports for Electrical Systems	26 0529-1-3
26 0533.13	Conduit for Electrical Systems	26 0533.13-1-7
26 0533.16	Boxes for Electrical Systems	26 0533.16-1-4
26 0553	Identification for Electrical Systems	26 0553-1-3
26 0923	Lighting Control Devices	26 0923-1-12
26 2416	Panelboards	26 2416-1-4
26 2726	Wiring Devices	26 2726-1-4
26 2816.16	Enclosed Switches	26 2816.16-1-3
26 2913	Enclosed Controllers	26 2913-1-4
26 4300	Surge Protective Devices	26 4300-1-2
26 5100	Interior Lighting	26 5100-1-5
26 5600	Exterior Lighting	26 5600-1-3

28 ELECTRONIC SAFETY AND SECURITY

28 4600	Fire Detection and Alarm	28 4600-1-5
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31 EARTHWORK

31 1000	Site Clearing	31 1000-1-4
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31 2000	Earthwork	31 2000-1-11
31 2323	EPS Geofoam	31 2323-1-4
31 3116	Termite Control	31 3116-1-4

32 EXTERIOR IMPROVEMENTS

32 1216	Asphalt Paving	32 1216-1-2
32 1313	Concrete Paving	32 1313-1-2
32 3100	Fences and Gates	32 3100-1-4
32 9200	Turf and Grasses	32 9200-1-3

33 UTILITIES

33 0500	Common Work Results for Utilities	33 0500-1-2
33 4100	Storm Utility Drainage Piping	33 4100-1-2

END TOC

2) Project Bidders Manual prepared by O'Shea Builders, dated March 23, 2020.

3) O'Shea Builders has issued five addenda:

- O'Shea Builders Addendum 1 dated 4/9/20
- O'Shea Builders Addendum 2 dated 4/14/20
- O'Shea Builders Addendum 3 dated 4/21/20
- O'Shea Builders Addendum 4 dated 4/22/20
- O'Shea Builders Addendum 5 dated 4/23/20

Exhibit B – Allowances

- O'Shea Builders has included **Fifteen Thousand Dollars (\$15,000)** Staging Area Maintenance Allowance in the Site Improvement package.
- O'Shea Builders has included **Two Thousand Five Hundred Dollars (\$2,500)** Construction Sign Allowance in the General Trades package.
- O'Shea Builders has included **Ten Thousand Dollars (\$10,000)** Allowance in the Electrical package to be used as needed for low voltage relocations.
- O'Shea Builders has included **Twenty-One Thousand Dollars (\$21,000)** Allowance to be used to as needed to coordinate removal and replacement of existing light fixtures.

EXCLUSIONS

- Sales tax
- Builders Risk Insurance (provided by Owner)
- Building Permit (assumed DPS will receive ISBE building permit & waiver of costs for City Site permit)
- Premium Time / After-Hours Shift Work required by Owner-requested change.
- Temporary Utility Consumables - water and electricity used during construction.
- Owner Costs managed by Owner included in the total Project Sum but not in the GMP per Exhibit G:
 - A/E design fee includes design services value provided by BLDD;
 - Preconstruction fee includes O'Shea Builders services as prescribed in the Standard Form of Agreement Between Owner and Construction Manager as Constructor;
 - Asbestos abatement allowance includes hazardous material abatement contracted directly by Owner at a value provided by Jeff Shourd of Alliance Illinois, abatement consultant to the Owner;
 - ISBE called inspections allowance;
 - Site survey and soils testing fees allowance;
 - Audio-Visual equipment allowance;
 - FF&E (furniture, fixtures and equipment) allowance includes furniture value provided by BLDD; and
 - Construction Manager Performance Bond.

QUALIFICATIONS

- The Owner's Contingency amount is **One Hundred Twenty-Eight Thousand Five Hundred Sixty-One Dollars (\$128,561)** to be used in accordance with the included Contingency Definition guidelines.
- The Construction Manager's Contingency amount is **Eighty-Five Thousand Seven Hundred Eight Dollars (\$85,708)** to be used in accordance with the included Contingency Definition guidelines.


CLARIFICATIONS

- Payment and Performance Bonds are included with subcontractor bids and for the construction management services, as requested by the Owner.
- Normal working hours, Monday – Friday 7:00am to 3:30pm
- This Guaranteed Maximum Price includes bid packages for Site Improvement, Masonry, Structural Steel, General Trades, Roofing & Sheet Metal, Aluminum & Glass, Gypsum Board Assemblies, Flooring, Gym Flooring, Painting, Athletic & Recreation Equipment, Telescoping Stands, Pre-Engineered Metal Building, Fire Protection, Plumbing, HVAC, and Electrical.
- Our Guaranteed Maximum Price includes a lump sum amount of **Three Hundred Thirty-One Thousand One Hundred Sixty-Five Dollars (\$331,165)** for General Conditions expenses which includes all applicable Project expense for the following O'Shea Builders staff members:
 - Project Manager;
 - Project Superintendent;
 - Project Engineer;
 - Contract Administrator; and
 - Safety Officer.
- Additionally, it includes charges for:
 - Cell Phones;
 - Jobsite internet services;
 - IT equipment and services;
 - Temporary office trailers and furniture; and
 - Transportation and travel expenses for O'Shea staff members.
- The lump-sum amount of the General Conditions provided by the Construction Manager in the Guaranteed Maximum Price proposal shall be included in the Cost of the Work, and except for amounts which shall be added to the lump-sum amount for Costs beyond the control of the Construction Manager, said lump-sum amount shall not be subject to further modification other than that which may be mutually-agreed upon by the parties.
- Should this Project at any time be eligible for any federal tax credits or deductions, the Owner shall assign the same in their entirety to the Construction Manager.
- Payments for the Work of this Amendment shall not be comingled with or tied to the work of any other amendment to the Owner/Construction Manager Agreement. Reduction of retainage and final payment for this Work shall become due to the Construction Manager in accordance with the terms and conditions of the Owner/Construction Manager Agreement upon substantial completion and final completion of the Work of this Amendment.
- Each party acknowledges that they have read this Agreement, understand its terms, have had the opportunity to consult with independent legal counsel in connection with the Agreement and knowingly and voluntarily agree to all of the terms of the Agreement.


- The total value of Work, included in our Guaranteed Maximum Price, that will be awarded to Ethnic Minority Business Enterprises is **Five Thousand Dollars (\$5000)**. This dollar amount represents under 1% percent (<1%) of the Contract

Sum attributable to subcontracting opportunities available. The Owner acknowledges the good faith effort made by O'Shea Builders to comply with the goal of fifteen percent (15%), and consequently, agrees that no penalty will be imposed as a result of not meeting this goal.

EXHIBIT C - RESPONSIBILITY MATRIX

	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
CONTRACT TYPE: CM AT RISK				
CONTINGENCIES				
Estimating Contingency			x	reduced to 0 at GMP
Escalation Contingency			x	reduced to 0 at GMP
Construction Manager's Contingency	x			2%
Owner Contingency	x			3%
INSURANCE & BONDS				
Insurance, Builders Risk		x		
Insurance, GL & Umbrella	x			
Insurance OCIP administration			x	
Insurance, Pollution	x			only as required
Insurance, Professional Liability	x			only as required
Performance & Payment Bond	x			
GENERAL				
Start Up & Training	x			
Commissioning			x	
<u>Consultant Fees: Design, Legal, etc.</u>				
Architectural		x		
Civil		x		
Structural		x		
MEP / FP Design		x		
Special: Auditorium, A/V, Food Service, etc.			x	
Legal			x	
Master Planning			x	
1-Year Warranty	x			
Financing			x	
Hazardous Materials: Testing & Abatement		x		asbestos abatement allowance
Inspection & Testing Fees	x	x		called inspections allowance
Geotechnical Report		x		owner allowance
Site Survey / Topographic Survey		x		owner allowance
Model/BIM Service			x	
Moving/Relocating Existing furniture & Equipment for Storage			x	
Land Costs			x	
Landscaping & Irrigation			x	
Maintenance Contract			x	
Mock-ups - On-Site	x			as required by architect
Mock-ups - Off-Site			x	
Peer Review - Enclosure			x	
Peer Review - MEP System			x	
Peer Review - Structural			x	
Permits				
City		x		limited to site - no fee
County			x	N/A
EPA	x			
Regional Office of Education		x		
Preconstruction Fees		x		owner allowance
Printing Costs		x		included in A/E reimbursable fee
Sales tax			x	exempt
Unforeseen Conditions	x			Owner's Contingency
Utility Company charges, including but not limited to, tap and connection	x			
Utility Company charges, including but not limited to, impact or assessment fees			x	
Utilities - Construction consumption			x	
Utilities - Permanent Electrical Service			x	existing
Utilities - Permanent Gas Service			x	existing
Utilities - Other Permanent Service...			x	

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

	O'Shea Builders Responsibility (Included in construction budget)	Owner Responsibility (Not included in construction budget)	Not in Project	Comments
FF&E				
Artwork			x	
Athletic Equipment			x	see below
Computer Equipment			x	
Food Service Equipment			x	
Window Treatments	x			
Furniture - Movable		x		FF& E allowance
Fixed Seating			x	
Signage - Interior (other than code required)			x	
Signage - Exterior Building and Site			x	
Environmental Graphics	x			
Tack Boards/Marker boards			x	
Acoustical Treatment	x			
SYSTEMS				
Audio / Visual / Lighting Equipment & Systems			x	
Fire Alarm	x			
Intercom			x	
Networking Equipment			x	
Public Address/Paging			x	
Security CCTV			x	
Access Control Systems			x	with alternates not accepted
Synchronous Clock System			x	
UPS System			x	
Low Voltage Systems (conduit & rough-in)			x	
<u>Voice/Data Systems</u>				
Backbone conduit & rough-in	x			
Cabling		x		
Termination Equipment (Patch panels, Jacks, terminations, etc.			x	
Head End Equipment (PBX, Servers, Switches, etc.			x	
Wireless LAN			x	
EDUCATION SPECIFIC FF&E				
Smart Boards			x	
Athletic Equipment - Fixed	x			BB, VB, curtain, pads
Score Boards			x	
Athletic Equipment - Movable			x	
Bleachers	x			
Shop Equipment			x	
Theater Equipment			x	
Theater Lighting			x	
Classroom Furniture (Desks, Tables, Chairs)		x		FF&E allowance
Lab Equipment			x	
TVs		x		see allowance
TV and Monitor Brackets	x			

x = costs included
 f = furnish only included
 i = install only included
 p = partial scope included

**Budget Contingency Definitions for Pre-Construction & Construction Phases as
Construction Manager**

PHASE	NAME	RESPONSIBLE PARTY	DESCRIPTION
Pre-Construction	Estimating Contingency	O'Shea	<ul style="list-style-type: none"> Costs associated with areas of the design that are not yet defined. Originally set at 5% but reduced to 0 as design is completed & GMP finalized.
Pre-Construction	Escalation Contingency	O'Shea	<ul style="list-style-type: none"> Cost increases due to market changes and projected construction schedule; reflects both material and labor costs.
Construction	Construction Manager's Contingency	O'Shea	<ul style="list-style-type: none"> The Construction Manager's Contingency is reserved for the Construction Manager's exclusive use to cover those costs considered reimbursable as the Cost of the Work but not included in a Change Order. Currently set at \$85,708 = 2%
Construction	Owner's Contingency	Owner and O'Shea	<ul style="list-style-type: none"> Costs associated with unforeseen conditions, errors/omissions, code/regulatory change, work deliberately excluded from Construction Documents, and Owner-initiated changes. Currently set at \$128,561 = 3%

Exhibit D - Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January	March	May	July	September	November	January	March	May	July
1	Preconstruction	115 days	Thu 2/13/20	Fri 7/24/20			12/21/19	2/9	3/1	3/22/19	5/3	5/24/19	7/5	7/26/19	9/6	9/27/19
2	Bid Packages	6 days	Mon 3/23/20	Mon 3/30/20		3										
3	Bid Date	17 days	Wed 4/1/20	Thu 4/23/20	2	4FS-1 day										
4	Buy Out	10 days	Thu 4/23/20	Wed 5/6/20	3FS-1 day	5										
5	Subcontracts	10 days	Thu 5/7/20	Wed 5/20/20	4	8,9,7SS										
6	Submittals	35 days	Thu 5/7/20	Thu 6/25/20		11										
7	RTU Submittal	7 days	Thu 5/7/20	Fri 5/15/20	5SS	10										
8	Electrical Submittals	7 days	Thu 5/21/20	Mon 6/1/20	5	11										
9	Other Submittals	25 days	Thu 5/21/20	Thu 6/25/20	5	11										
10	RTU Procurement	35 days	Mon 5/18/20	Tue 7/7/20	7	54										
11	Procurement	25 days	Fri 6/26/20	Fri 7/31/20	6,8,9											
12	Milestones	254 days	Thu 5/28/20	Thu 5/27/21												
13	End of School 2020	0 days	Thu 5/28/20	Thu 5/28/20		42,43,20,39										
14	Completion of Interior Renovation	0 days	Fri 8/7/20	Fri 8/7/20	26,27,64											
15	Beginning of School 2020	0 days	Wed 8/12/20	Wed 8/12/20												
16	Completion of New Addition	0 days	Fri 3/12/21	Fri 3/12/21	35,109,111	112										
17	End Of School 2021	0 days	Thu 5/27/21	Thu 5/27/21												
18	Construction	201 days	Thu 5/28/20	Fri 3/12/21												
19	Sitework	201 days	Thu 5/28/20	Fri 3/12/21												
20	Mobilization/Fence/Erosion Control	5 days	Thu 5/28/20	Wed 6/3/20	13	22,29										
21	West Phase	42 days	Thu 6/4/20	Mon 8/3/20												
22	Pavement Removal	10 days	Thu 6/4/20	Wed 6/17/20	20	23FS-5 days										
23	Utility Relocations	15 days	Thu 6/11/20	Wed 7/1/20	22FS-5 days	24FS-5 days										
24	Cut Fill/ Subgrade	10 days	Thu 6/25/20	Thu 7/9/20	23FS-5 days	25										
25	Paving	10 days	Fri 7/10/20	Thu 7/23/20	24	26FS-3 days,27										
26	Landscaping	10 days	Tue 7/21/20	Mon 8/3/20	25FS-3 days	14										
27	Striping	5 days	Fri 7/24/20	Thu 7/30/20	25	14										
28	East Phase	196 days	Thu 6/4/20	Fri 3/12/21												
29	Pavement Removal	5 days	Thu 6/4/20	Wed 6/10/20	20	30										
30	Retaining Wall Removal	5 days	Thu 6/11/20	Wed 6/17/20	29	31										
31	Utility Relocations	10 days	Thu 6/18/20	Wed 7/1/20	30	32FS-5 days										
32	Grading for Construction	5 days	Thu 6/25/20	Wed 7/1/20	31FS-5 days	33,66SS										
33	Final Grading	10 days	Mon 2/1/21	Fri 2/12/21	32,98	34										
34	Paving	10 days	Mon 2/15/21	Fri 2/26/21	33	35										
35	Landscaping	10 days	Mon 3/1/21	Fri 3/12/21	34	16										
36	Building	195 days	Thu 5/28/20	Thu 3/4/21												
37	Renovations and Alternates	54 days	Thu 5/28/20	Wed 8/12/20												
38	Abatement	15 days	Thu 5/28/20	Wed 6/17/20												

Start Date: Sat 2/1/20
Finish Date: Thu 5/27/21
Run Date: Wed 4/8/20

O'SHEA BUILDERS
Parsons PreCon Schedule 3.31.20
Page 1 of 3



ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January	March	May	July	September	November	January	March	May	July
39	Mezzanine HVAC	10 days	Thu 5/28/20	Wed 6/10/20	13	45FS-5 days,40										
40	Auditorium Floor	3 days	Thu 6/11/20	Mon 6/15/20	43FS-5 days,39	46,41										
41	Plumbing Demolition	2 days	Tue 6/16/20	Wed 6/17/20	40	45FF-3 days										
42	MEP RTU Layout	5 days	Thu 5/28/20	Wed 6/3/20	13	44,49										
43	Demolition Including Auditorium	10 days	Thu 5/28/20	Wed 6/10/20	13	40FS-5 days										
44	Roof Curb and Patching	10 days	Thu 6/4/20	Wed 6/17/20	42	54										
45	MEP Demolition	15 days	Thu 6/4/20	Wed 6/24/20	39FS-5 days,41FF-3	d50,51										
46	Geofoam Infill and Flatwork	9 days	Tue 6/16/20	Fri 6/26/20	40	47,57FS+5 days										
47	Framing	3 days	Mon 6/29/20	Wed 7/1/20	46	52										
48	MEP Above Ceiling Rough In	30 days	Thu 6/4/20	Thu 7/16/20												
49	Gas Piping	15 days	Thu 6/4/20	Wed 6/24/20	42	59										
50	Duct Layout	15 days	Thu 6/25/20	Thu 7/16/20	45	59FS-3 days										
51	Plumbing	10 days	Thu 6/25/20	Thu 7/9/20	45	59										
52	In Wall Rough in	2 days	Thu 7/2/20	Mon 7/6/20	47	53										
53	Gypsum Board	2 days	Tue 7/7/20	Wed 7/8/20	52	55										
54	Install RTUs	15 days	Wed 7/8/20	Tue 7/28/20	10,44	61										
55	Finishing & Painting	6 days	Thu 7/9/20	Thu 7/16/20	53	59,56										
56	Casework	2 days	Fri 7/17/20	Mon 7/20/20	55	60										
57	General Purpose Room Finishes	13 days	Tue 7/7/20	Thu 7/23/20	46FS+5 days											
58	Glazing & Storefront	5 days	Fri 7/17/20	Thu 7/23/20	59SS	60										
59	Ceilings	7 days	Fri 7/17/20	Mon 7/27/20	55,49,50FS-3 days,5160,58SS											
60	Flooring	5 days	Tue 7/28/20	Mon 8/3/20	59,58,56	62										
61	Final Connections, Testing of HVAC Systems	8 days	Wed 7/29/20	Fri 8/7/20	54	63,64										
62	Doors and Hardware	5 days	Tue 8/4/20	Mon 8/10/20	60	64										
63	Commission and Training	3 days	Mon 8/3/20	Wed 8/5/20	61											
64	Final Cleaning	2 days	Tue 8/11/20	Wed 8/12/20	62,61	14										
65	Addition	175 days	Thu 6/25/20	Thu 3/4/21												
66	Layout	5 days	Thu 6/25/20	Wed 7/1/20	32SS	67										
67	Footings & Foundations	25 days	Thu 7/2/20	Thu 8/6/20	66	68FS-10 days,72FS+										
68	Interior Below Slab Rough In	25 days	Fri 7/24/20	Thu 8/27/20	67FS-10 days	69										
69	Building Slab(If Metal Building Option)	5 days	Fri 8/28/20	Thu 9/3/20	68	71FS+1 day,89										
70	Gymnasium	112 days	Fri 8/21/20	Mon 2/1/21												
71	Prefabricated Metal Building - Structure	10 days	Tue 9/8/20	Mon 9/21/20	69FS+1 day											
72	CMU Walls	15 days	Fri 8/21/20	Fri 9/11/20	67FS+10 days	73										
73	Waterproofing and Insulation	5 days	Mon 9/14/20	Fri 9/18/20	72	74										
74	Brick Veneer	15 days	Mon 10/12/20	Fri 10/30/20	92,73	75										
75	Prefabricated Metal Building - Envelope	20 days	Mon 11/2/20	Tue 12/1/20	74	78,77,76FF										
76	Prefabricated Metal Building - Insulation	10 days	Mon 11/16/20	Tue 12/1/20	75FF											

Start Date: Sat 2/1/20
Finish Date: Thu 5/27/21
Run Date: Wed 4/8/20



ID	Task Name	Duration	Start	Finish	Predecessors	Successors	January	March	May	July	September	November	January	March	May	July		
77	Gymnasium Dry In	0 days	Tue 12/1/20	Tue 12/1/20	75		12/25/19	2/9	3/13/20	4/12/20	5/3	5/24/20	7/5	7/26/20	9/5	9/27/20	11/18/20	12/1
78	Painting	7 days	Wed 12/2/20	Thu 12/10/20	75	79												
79	MEP Trimout	15 days	Fri 12/11/20	Mon 1/4/21	78	80												
80	Overhead Athletic Equipment	10 days	Tue 1/5/21	Mon 1/18/21	79	81												
81	Atheletic Flooring	5 days	Tue 1/19/21	Mon 1/25/21	80	82												
82	Bleachers	5 days	Tue 1/26/21	Mon 2/1/21	81	109												
83	Pre Cast Gymnasium Alternate	34 days	Tue 9/8/20	Fri 10/23/20														
84	Pre Cast Panel Erection Phase	6 days	Tue 9/8/20	Tue 9/15/20		85												
85	Structural Steel - Deck	8 days	Wed 9/16/20	Fri 9/25/20	84	86												
86	Roof Insulation and Membrane	10 days	Mon 9/28/20	Fri 10/9/20	85	87FS+5 days												
87	Building Slab (Pre Cast)	5 days	Mon 10/19/20	Fri 10/23/20	86FS+5 days													
88	Classroom Additions	125 days	Fri 9/4/20	Thu 3/4/21														
89	Framing or SIPs	15 days	Fri 9/4/20	Fri 9/25/20	69	91,90FS-5 days												
90	Waterproofing and Insulation	10 days	Mon 9/21/20	Fri 10/2/20	89FS-5 days	92FS-5 days												
91	Roof Trusses	5 days	Mon 9/28/20	Fri 10/2/20	89	93												
92	Brick Veneer	10 days	Mon 9/28/20	Fri 10/9/20	90FS-5 days	94,74												
93	Roof Sheathing & Curbs	10 days	Mon 10/5/20	Fri 10/16/20	91	95,97												
94	Glazing	5 days	Mon 10/12/20	Fri 10/16/20	92	99,96												
95	Roofing - Dry In	10 days	Mon 10/19/20	Fri 10/30/20	93	98,96												
96	Classroom Dry In	0 days	Fri 10/30/20	Fri 10/30/20	94,95													
97	In Wall Rough In	15 days	Mon 10/19/20	Fri 11/6/20	93	99FS-5 days												
98	Set RTU's	15 days	Mon 11/2/20	Fri 11/20/20	95	33												
99	Gyp Board	10 days	Mon 11/2/20	Fri 11/13/20	97FS-5 days,94	100FS-5 days												
100	Finishing	10 days	Mon 11/9/20	Fri 11/20/20	99FS-5 days	101FS-5 days												
101	Painting	10 days	Mon 11/16/20	Tue 12/1/20	100FS-5 days	102												
102	Ceilings	10 days	Wed 12/2/20	Tue 12/15/20	101	105,103												
103	Flooring	10 days	Wed 12/16/20	Wed 12/30/20	102	104												
104	Casework	10 days	Thu 12/31/20	Thu 1/14/21	103	105												
105	Trimout	10 days	Fri 1/15/21	Thu 1/28/21	102,104	108,106												
106	Doors and Hardware	10 days	Fri 1/29/21	Thu 2/11/21	105	107												
107	Toilet Accessories	5 days	Fri 2/12/21	Thu 2/18/21	106	108												
108	Furniture Installation	5 days	Fri 2/19/21	Thu 2/25/21	105,107	109												
109	Final Cleaning	5 days	Fri 2/26/21	Thu 3/4/21	108,82	16												
110	Closeout	40 days	Mon 2/15/21	Fri 4/9/21														
111	ISBE Document Collection	20 days	Mon 2/15/21	Fri 3/12/21		16												
112	ISBE inspection	20 days	Mon 3/15/21	Fri 4/9/21	16	11355												
113	Closeout Documents	20 days	Mon 3/15/21	Fri 4/9/21	11255													

Start Date: Sat 2/1/20
Finish Date: Thu 5/27/21
Run Date: Wed 4/8/20



Exhibit E – Alternate Prices

~~Alternate No A27: Provide Additional Fire Hydrants~~

~~All Bid Packages: Provide additional fire hydrants as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A28: Provide Precast Gym in lieu of Pre-Engineered Metal Building Gym~~

~~All Bid Packages: Provide a precast concrete panel gymnasium in lieu of the pre-engineered metal building gymnasium as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A29: Multipurpose Remodel~~

~~All Bid Packages: Remodel the multipurpose room as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A30: Provide Secure Entry~~

~~All Bid Packages: Remodel the existing entry vestibule to provide a secure area with doors and door access control as indicated on the construction documents. Additional work and finishes adjacent to this area are affected by this alternate.~~

Add / Deduct Amount: _____

~~Alternate No A31a: Provide TREMCO TPO Roofing Upgrade~~

~~All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A31b: Provide TREMCO TPO Roofing Upgrade with Alt No A28 Precast Gym.~~

~~All Bid Packages: Provide alternative roofing product in lieu of that included in the Alternate No. A28 Precast Gym bid as indicated on the construction documents.~~

Add / Deduct Amount: _____

~~Alternate No A32a: Provide TREMCO Therm 100 Built-up Roofing Upgrade~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the base bid as indicated on the construction documents.

Add / Deduct Amount: _____

~~Alternate No A32b: Provide TREMCO Therm 100 Built-up Roofing Upgrade with Alt No A28 Precast Gym.~~

All Bid Packages: Provide alternative roofing product in lieu of that included in the Alternate No. A28 Precast Gym bid as indicated on the construction documents.

Add / Deduct Amount: _____

CONSTRUCTION MANAGER ALTERNATES

For purposes of the Construction Manager, the bidder will perform construction manager alternate bid work associated with the bid package or combination of bid packages. Additions and deductions include all modifications of work or additional work that the bidder may be required to perform by reason of the acceptance of alternate bids. Circle "Add" or "Deduct" according to the alternate cost in relation to base bid. Note if the alternate below does not affect bid indicate "\$0.00" or is not relative to specific base bid indicate Not Applicable by "N/A".

~~Alternate No CM-1: Gypsum board taping and finishing including but not limited to corner beads and tear away beads.~~

Bid Package 09200: Delete gypsum board taping and finishing including but not limited to corner beads and tear away beads.

Add / Deduct Amount: _____

Alternate A30: Add / Deduct Amount: _____

Bid Package 09900: Provide gypsum board taping and finishing including but not limited to corner beads and tear away beads.

Add / Deduct Amount: _____

Alternate A30: Add / Deduct Amount: _____

~~Alternate No CM-2: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

~~Bid Package 09600: Delete all flooring subfloor preparation exclusive of concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

~~Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.~~

~~Bid Package 09600: Delete all flooring concrete slab moisture mitigation system.~~

Add / Deduct Amount: _____

~~Alternate No CM-4 Provide wood frame construction classroom additions in lieu of SIPs.~~

~~Bid Package 06000: In lieu of Structural Insulated Panels provide traditional wood frame, insulated construction as detailed in the construction documents (see 8L on A503 and Alternate CM-4 Detail).~~

Add / Deduct Amount: _____

~~Bid Package 09200: In lieu of Structural Insulated Panels provide traditional wood frame, insulated construction as detailed in the construction documents (see 8L on A503 and Alternate CM-4 Detail).~~

Add / Deduct Amount: _____

Exhibit F – Unit Prices

N/A

Exhibit G - Project Bid Summary



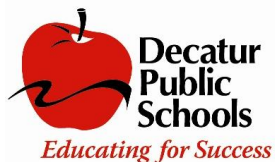
5/21/2020

Owner:	Decatur Public Schools
Location:	Parsons Elementary School
Bid Time:	4/23/2020 2:00PM
Project #:	

ver 1.5

Decatur Public Schools #61 - Parsons Elementary School

BID PACKAGE	BASE BIDS	ALTERNATE BIDS	TOTAL	COMPANY	MBE %
					15%
02700 Site Improvement	\$ 234,156	\$ -	\$ 234,156	Entler Excavating	2%
04200 Masonry	\$ 195,520	\$ -	\$ 195,520	Otto Baum	
05100 Structural Steel	\$ 81,111	\$ -	\$ 81,111	O'Shea Builders	
06000 General Trades	\$ 1,095,927	\$ -	\$ 1,095,927	Christy-Foltz	
07500 Roofing & Sheet Metal	\$ 197,100	\$ -	\$ 197,100	Top Quality Roofing	
08400 Aluminum & Glass	\$ 84,600	\$ -	\$ 84,600	Bacon Van Buskirk	
09200 Gypsum Board Assemblies	\$ 143,500	\$ -	\$ 143,500	Associated Constructors	
09600 Flooring	\$ 103,297	\$ -	\$ 103,297	Flooring Systems *	
09640 Gym Flooring	\$ 47,889	\$ -	\$ 47,889	Flooring Systems *	
09900 Painting	\$ 66,800	\$ -	\$ 66,800	Midwest Commercial Coatings	
11480 Athletic & Recreation Equipment	\$ 43,400	\$ -	\$ 43,400	H2I Group	
12660 Telescoping Stands	\$ 15,216	\$ -	\$ 15,216	Irwin Telescoping Seating	
13120 Pre-Engineered Metal Building	\$ 191,495	\$ -	\$ 191,495	O'Shea Builders	
15300 Fire Protection	\$ 38,500	\$ -	\$ 38,500	Pipco	
15400 Plumbing	\$ 149,751	\$ -	\$ 149,751	EL Pruitt	
15700 HVAC	\$ 929,000	\$ -	\$ 929,000	Henson Robinson	
16000 Electrical	\$ 281,000	\$ -	\$ 281,000	Bodine Electric	
03400 Early Pre-Cast Bid (With Alternate No A28)	\$ -	\$ -	\$ -		
CM General Conditions	\$ 331,165	\$ -	\$ 331,165		
Testing & Inspection	\$ 34,084	\$ -	\$ 34,084		
Temp Floor Protection	\$ 668	\$ -	\$ 668		
Allowance for Exist Classroom grid/light replacement - Electrical Bid	\$ 21,000	\$ -	\$ 21,000		
Direct Construction Costs	\$ 4,285,179	\$ -	\$ 4,285,179	Total MBE Contract Value:	<1%
Sales Tax, Exempt Proj Consumables	\$ 200	\$ -	\$ 200		
CM Fee	\$ 146,247	\$ -	\$ 146,247		
Construction Contingency (5%)	\$ 214,269	\$ -	\$ 214,269		
Erosion Control permit	\$ 250	\$ -	\$ 250		
			\$ -		
Indirect Construction Costs	\$ 360,966	\$ -	\$ 360,966		
Subtotal - GMP	\$ 4,646,144	\$ -	\$ 4,646,144		
O'Shea Precon Fee	\$ 13,063		\$ 13,063		
A/E Fees & Reimbursables	\$ 419,572	\$ -	\$ 419,572		
Allowances: Abatement	\$ 19,985		\$ 19,985		
Allowances: Abatement Alt A-1; Kitchen (not accepted)	\$ -		\$ -		
Allowances: Called Inspections	\$ 12,500		\$ 12,500		
Allowances: Audio-Visual Equipment	\$ 12,000		\$ 12,000		
Allowances: Owner FF&E	\$ 128,000		\$ 128,000		
Allowances: Owner Safety & Security	\$ -		\$ -		
CM Performance Bond	\$ 22,420		\$ 22,420		
Owner Communications (Phone, VOIP) not applicable per Maurice 4/27	\$ -		\$ -		
Builder's Risk		\$ -	\$ -		
Bldg Permit: EXEMPT		\$ -	\$ -		
		\$ -	\$ -		
Owner Costs	\$ 627,540	\$ -	\$ 627,540		
TOTAL PROJECT AMOUNT	\$ 5,273,684	\$ -	\$ 5,273,684		
					budget: \$5,490,083
ALTERNATE PROPOSALS		ACCEPT / DECLINE			
Alternate No A27: Provide Additional Fire Hydrants		DECLINED			
Alternate No A28: Provide Precast Gym in lieu of Pre-Engineered Metal Building		DECLINED			
Alternate No A29: Multipurpose Remodel		DECLINED			
Alternate No A30: Provide Secure Entry		DECLINED			
Alternate No A31a: Provide TREMCO TPO Roofing Upgrade		DECLINED			
Alternate No A31b: Provide TREMCO TPO Roofing Upgrade with Alternate A28		DECLINED			
Alternate No A32a: Provide TREMCO Therm 100 Built-up Roofing Upgrade		DECLINED			
Alternate No A32b: Provide TREMCO Therm 100 Built-up Roofing Upgrade w/ alt A28 Precast Gym		DECLINED			
Alternate No CM-1: Gypsum board taping and finishing including but not limited to		DECLINED			
Alternate No CM-2: Delete all flooring subfloor prep exclusive of concrete slab moisture mitigation system		DECLINED			
Alternate No CM-3: Delete all flooring concrete slab moisture mitigation system.		DECLINED			
Alternate No CM-4: Provide wood frame construction classroom additions in lieu of SIPs.		DECLINED			



Board of Education Decatur Public School District #61

Date: May 26, 2020	Subject: District Athletic Coordinator Contract (up to 135 days) for Mr. Joe Caputo
Initiated By: Deanne Hillman, Director of Human Resources	Attachments: District Athletic Coordinator Contract (up to 135 days) for Mr. Joe Caputo
Reviewed By: Dr. Paul Fregeau, Superintendent	

BACKGROUND INFORMATION:

Mr. Joe Caputo currently coordinates elementary athletics for Decatur Public Schools.

CURRENT CONSIDERATIONS:

Mr. Joe Caputo will serve as the District Athletic Coordinator between July 1, 2020 to June 20, 2021.

FINANCIAL CONSIDERATIONS:

Mr. Joe Caputo will be paid \$400 per day for up to 135 days.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the District Athletic Coordinator Contract (up to 135 days) for Mr. Joe Caputo as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

DISTRICT ATHLETIC COORDINATOR CONTRACT

This Contract is made between the Board of Education, Decatur School District No. 61, Macon County, Illinois, hereinafter referred to as the "Board" and Joe Caputo as District Athletic Coordinator, hereinafter referred to as the "Athletic Coordinator", ratified at the meeting of the Board held on May 26, 2020 as found in the minutes of that meeting.

IT IS AGREED:

1. Employment. The Board hereby employs the Athletic Coordinator for One Hundred Thirty-Five (135) days, the designation of such days to be by agreement of the parties, beginning July 1, 2020 and ending June 30, 2021, with such responsibilities and duties appropriate to the job assignment provided for in the job description attached hereto and incorporated herein and as may be fixed by the Board in this Contract, and in its policies, rules and regulations. The expectation of the parties is that Athletic Coordinator will work three days per week and eight hours per day.

2. Duties. The Athletic Coordinator, shall submit recommendations as directed by the Superintendent, concerning the position for which he has been employed and shall keep such other registers and records and make such other reports as may be directed by the Superintendent, his designee and/or the Board or as required by law.

3. Salary. The Board shall pay to the Athletic Coordinator a salary of Four Hundred and 00/100 Dollars (\$400.00) per day for up to but not to exceed One Hundred Thirty-Five (135) days. The payment shall be in addition to the stipend Athletic Coordinator receives as part-time employee of the Board during the 2020-2021 school year. The Athletic Coordinator hereby agrees to devote such time, skill, labor and attention to his employment during the term of this Contract, except as otherwise provided in this Contract, and to perform faithfully the duties of Athletic Coordinator for the school district and the Board as set forth in this Contract. The salary shall be paid in substantially equal installments in accordance with the policy of the Board governing payment of salary to employees similarly employed. Any adjustment in salary made during the life of this Contract shall be in the form of an approved amendment and shall become a part of this Contract. It is provided, however, that by so doing, it shall not be considered that the Board has entered into a new Contract with the Athletic Coordinator, nor that the termination date of this Contract has been in any way extended unless so stated in a Board approved amendment.

4. Other Work. The Athletic Coordinator agrees to devote his best efforts and entire time to the work of the School District and shall not undertake or accept other employment or responsibilities which will conflict with his assigned duties.

5. Discharge for Good Cause. Discharge for cause shall be for any conduct, act, or failure to act by the Athletic Coordinator that is detrimental to the best interests of the School District. Reasons for discharge for cause shall be given in writing to the Athletic Coordinator, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Athletic Coordinator chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in closed session.

6. **Termination.** This Contract shall terminate at the conclusion of thirty (30) work days or sooner if the tasks assigned to the Athletic Coordinator are completed sooner and without further notice to Athletic Coordinator.

7. **Benefits.** The Athletic Coordinator shall be provided with ten (10) sick leave days and one (1) personal day during the term of this Contract. He shall have no employer-paid health insurance benefit, nor any other benefit provided to other employees of the District not specifically stipulated herein except as may be required by law.

8. **Reimbursement for Use of Personal Car.** The Board shall pay the Internal Revenue Service rate to the Athletic Coordinator for vouchered reimbursable mileage expenses incurred by the Athletic Coordinator while using the Athletic Coordinator's personal vehicle for the conduct of approved District business. Reimbursement shall be pursuant to the District's policies, rules and regulations.

9. **Disability.** Should the Athletic Coordinator be unable to perform the duties and obligations of this Contract, by reason of illness, accident or other cause beyond the Athletic Coordinator's control, and if such disability continues for sixty (60) days, or if such disability is permanent, irreparable or of such nature as to make the performance of the Athletic Coordinator's duties impossible, the Board, at its option, may terminate this Contract, whereupon the respective duties, rights and obligations of the parties shall terminate.

10. **Criminal Records Check.** Pursuant to 105 ILCS 5/10-21.9, boards of education are prohibited from knowingly employing a person who has been convicted of committing or attempting to commit the named crimes therein. If a fingerprint-based criminal records check required by Illinois law is not completed at the time this Contract is signed, and the subsequent investigation report reveals there has been such a conviction, this Contract shall immediately become null and void.

11. **Notice.** All notices under this Contract shall be deemed sufficient if given in writing and served upon the Athletic Coordinator and the President of the Board personally or by certified mail, return receipt requested, addressed to the party, at such address as may be on file at the Keil Administrative Building or as hereinafter furnished by the Athletic Coordinator in writing.

12. **Headings.** Paragraph headings and numbers have been inserted for convenience or reference only, and if there shall be any conflict between any such headings or numbers and the text of this Contract, the text shall control.

13. **Copies of Contract.** This Contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.

14. **Severability.** If any portion of this Contract is deemed to be illegal or unenforceable by a court of competent jurisdiction, the remainder thereof shall remain in full force and effect.

15. Jurisdiction. This Contract has been executed in the State of Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.

16. Complete Understanding. This Contract contains all the terms agreed upon by the parties with respect to the subject matter of this Contract and supersedes all prior agreements, arrangements and communications between the parties concerning such subject matter whether oral or written. Except as may otherwise be provided herein, no subsequent alteration, amendments, change or addition to this Contract shall be binding upon the parties unless reduced in writing and duly authorized and signed by each of the parties.

17. Survival of Contract. This Contract shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed in their respective names; and in the case of the Board, by its President and attested to by its Secretary, on the day and year first above written.

Joe Caputo

BOARD OF EDUCATION
DECATUR PUBLIC SCHOOL DISTRICT NO. 61

By: _____
President

ATTEST:

Secretary