



Date: April 7, 2026
To: Dr. Robert Halverson, Superintendent of Schools
East Aurora School District 131 Board of Education
From: Dr. Michael Engel, Associate Superintendent of Finance and Operations, Chief
Financial Officer/CSBO
Subject: RFQ Employee Benefits Broker

The Issue:

The district has not gone out for a Request for Qualifications (RFQ) for Employee Benefits Broker and Consulting Services for over 15+ years.

Board Policy and Past Practices:

Pursuant to Board Policy 4:60, the Superintendent shall manage the district's purchases and contracts in accordance with State law, the standards set forth in the policy, and other applicable Board of Education policies.

Strategic Plan:

This recommendation supports the Strategic Goal #2, Operational Excellence that states the following: East Aurora School District 131 will align and utilize systems and resources that promote Operational Excellence, Efficiency, and Fiscal Accountability.

Community Impact:

n/a

Supporting Data

The Finance Department would be seeking a RFQ Employee Benefits Broker and Consulting Services. Attached is the RFQ for the Board of Education to review.

Recommendation:

The Administration recommends that the Board of Education seek RFQ's for Employee Benefits Broker and Consulting Services.

Timeline for Decision:

May 18, 2026 board of education meeting.