Board of Education Workshop/Business Meeting

Tuesday, April 11, 2023 6:00 PM
D300 Central Office - Anne B Miller Boardroom, 2550 Harnish Drive, Algonquin, IL 60102

1. **Call to Order**

1.1. Roll Call

2. **Closed Session, 6:00pm-6:30pm**

2.1. Motion to go into closed session for the purpose of discussing: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 2(c)(1); 2. Litigation 2(c)(11); and 3. Security procedures, school building safety and security, and the use of personnel to respond to an actual, a threatened or a reasonably potential danger to the safety of employees, students, staff, the public or public property 2(c)(8).

2.2. Motion to suspend closed session

3. **Reconvene in Open Session at 6:30pm**

3.1. Roll Call

4. **Pledge of Allegiance, Hampshire Elementary School**

5. **Approval of the Agenda**

6. **Recognition**

6.1. Special Olympics Basketball Team State Qualifiers

6.2. IHSA High School Winter Sports State Qualifiers

6.3. Staff Recognition

7. **Public Participation Public Participation: Members of the public, especially residents of District 300, are welcome to contribute during public participation. To do so, you must sign up electronically via a computer located in the Central Office lobby between 6:00-6:30pm, or the start of the open meeting; be 18 years old or older or have a parent/legal guardian present with you, give your full name and respectfully state your comments, and you are not permitted to mention the names of specific staff members or students. The Board will not respond in this forum but will thoughtfully consider your statements.**

8. **Board Announcements**

8.1. Good News

9. **Superintendent Report**

9.1. Perry School Improvement Update

9.2. Postsecondary and Career Expectations Framework Overview

9.3. Instructional Coaching Overview

9.4. AP World History Materials Adoption Recommendation

10. **Items for Discussion**

10.1. Board Meeting Minutes for March 21, 2023

10.2. Disposal Report

10.3. Treasurer's Report

10.4. Community Partnership Agreement (Renewal)

10.5. Community Action Agency Collaborative Agreement (Renewal)

10.6. Copy Paper District Wide Bid (Extension)

10.7. Capital Project Summer 2023 Gast Road Bid

10.8. Dual Language Reading Program Contract (Renewal)

10.9. Google Workplace for Education Plus Contract

10.10. Instructional Software and Electronic Subscription Contracts (Renewal)

10.11. Event Services Contract

10.12. Time Tracking Software Contract (Renewal)

10.13. Grounds Equipment Lease Agreement

10.14. Universal Screener Contract (Renewal)

10.15. Online Based Learning Contract (Renewal)

10.16. Private Placement Contract (Renewal)

10.17. Freedom of Information Act Report

11. **Consent Items**

11.1. Approval of Bills Payable

11.2. Approval of Human Resources Report

12. **Roll Call Action Items**

12.1. Employee Discipline Case #2

12.2. Employee Discipline Case #3

12.3. Approval to Display AP World History Materials

13. **Board Discussion**

13.1. Board Committee Reports

13.2. Board Discussion

14. **Closed Session**

14.1. Motion to go into closed session for the purpose of discussing: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 2(c)(1); 2. Litigation 2(c)(11); and 3. Security procedures, school building safety and security, and the use of personnel to respond to an actual, a threatened or a reasonably potential danger to the safety of employees, students, staff, the public or public property 2(c)(8).

14.2. Motion to adjourn closed session

15. **Reconvene in Open Session**

15.1. Roll Call

16. **Adjournment**

Community Unit School District 300 Monthly
Fixed Asset Disposals
04/01/2023

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
2/27/2023	AMS	Cabinet warmer	Win-Holt	NHPL-1836CA/L/ECO	N/A	106500	Obsolete	Auction
3/1/2023	GES	Walkie Talkie	Motorolla	CP200d	752TUK6185	112611	Broken	Tech Recycle
3/1/2023	GES	Walkie Talkie	Motorolla	SL800	546TWM8758	114069	Broken	Tech Recycle
3/6/2023	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103FGS	T64939	Broken	Tech Recycle
3/6/2023	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103MYS	T64758	Broken	Tech Recycle
3/6/2023	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NM1B	T64670	Broken	Tech Recycle
3/6/2023	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QRU4	T63168	Broken	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T29679	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T29680	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T29681	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T30055	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T30556	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T30575	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T32415	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T32504	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T32673	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T32798	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33378	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33418	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33427	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33456	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33478	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33504	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33601	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33612	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33741	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33762	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33768	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1458	N/A	T33773	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012146	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012159	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012170	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012454	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012663	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012671	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012672	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012675	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012688	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012703	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012715	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T012827	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T29812	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T29903	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T29917	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T29944	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T32558	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T32848	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T32853	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T32908	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T32912	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34026	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34050	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34058	Obsolete	Tech Recycle

3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34110	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34141	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T34326	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T35847	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T35910	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T36356	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T36446	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T36460	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T36461	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T36482	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T37602	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T37609	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1474	N/A	T37625	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad A1475	N/A	T55249	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1432	N/A	T012514	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1432	N/A	T012516	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1432	N/A	T33251	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1432	N/A	T33253	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1432	N/A	T33257	Obsolete	Tech Recycle
3/6/2023	DCHS	Tablet	Apple	iPad mini A1455	N/A	T27098	Obsolete	Tech Recycle
3/6/2023	AMS	Wheelchair lift	Ascension	Virtuoso Model 4860P-1	087079-01	N/A	Obsolete	Auction
3/8/2023	HHS	Large Frequency drive from Chillers	Eaton Electrical	HVX9000	12787790	N/A	Obsolete	Auction
3/8/2023	DCHS	Band Saw	Powermatic	PWBS-14	80712347	T006674	Broken	Disposal
3/9/2023	JHS	2 Upright Basses Labeled for Disposal	Shen	N/A	N/A	N/A	Broken	Disposal
3/9/2023	PES	Teacher Desk (2)	unknown	N/A	N/A	N/A	Broken	Disposal
3/9/2023	HHS	Scotsman Ice Maker	Scotsman	B530S	08071320011863	106133	Obsolete	Disposal
3/15/2023	DFEC	Play Microwaves	unknown	N/A	N/A	N/A	Broken	Disposal
3/17/2023	EVES	405 weeded library books	Various	N/A	Various	Various	Obsolete	Recycle
3/21/2023	WCS	Cart	Wakeside	N/A	N/A	107829	Obsolete	Auction
3/21/2023	WCS	Cart	Lakeside	N/A	N/A	107855	Obsolete	Auction
3/21/2023	WCS	Food warmer	CRES-COR	H339UA8C	GAH-J151035-894	107787	Obsolete	Auction
3/21/2023	WCS	FOOD WARMER	CRES-COR	H3391283	HDK7885B	107801	Obsolete	Auction
3/21/2023	WCS	FOOD WARMER	CRES COR	H3391283	HJDK7885B	10266	Obsolete	Auction
3/21/2023	WCS	FOOD WARMER	METRO	C175-HM2000 COMPONENT	N/A	105017	Obsolete	Auction
3/22/2023	DCHS	Chromebook LCD Screens	HP	(40 / 1 box)	N/A	N/A	Broken	Tech Recycle
3/22/2023	Admin	AOC PORTBLE MONITOR	AOC	156LM00005	GQPKBHA137751	847552585	Broken	Tech Recycle
3/22/2023	DCHS	Hard Drive	LaCie	300794U	170800369	N/A	Broken	Tech Recycle
3/22/2023	Admin	MONITOR SPEAKER	DELL	a00	cn0c730c7162305f0493	N/A	Broken	Tech Recycle
3/22/2023	Admin	MONITOR	DELL	a00	cn0c730c7162305f0498	23015	Broken	Tech Recycle
3/22/2023	Admin	MONITOR SPEAKER	DELL	a00	cn0c730c716238882108	N/A	Broken	Tech Recycle
3/22/2023	Admin	MONITOR	DELL	a00	N/A	t006258	Broken	Tech Recycle
3/22/2023	DCHS	Network Management Card	APC	AP9617	NA0818002752	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Speaker	Dell	AX510	CN0C730C716230AE5901	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Speaker	Dell	AX510	CN0C730C716230AE5903	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Speaker	Dell	AX510	CN0C730C716230AE5904	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Speaker	Dell	AX510	CN0C730C716230AE5912	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Speaker	Dell	AX510	CN0C730C7162314E5933	N/A	Broken	Tech Recycle
3/22/2023	DCHS	UPS	APC	Back-UPS Pro 1000 S	3B1828X22176	N/A	Broken	Tech Recycle
3/22/2023	Admin	PROJECTOR	HITACHI	cp-bx301wnuf	f5fu01028	N/A	Broken	Tech Recycle
3/22/2023	Admin	PROJECTOR	HITACHI	cp-x251uf	F6LU15936	t006427	Broken	Tech Recycle
3/22/2023	DCHS	Printer	Brother	DCP-L2550DW	U64966D8N853253	T65869	Broken	Tech Recycle
3/22/2023	DCHS	DVD/VCR	Samsung	DVD-V9500	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Monitor	Dell	IN2030Mc	CN0MK7Y46418016G08WS	T29048	Broken	Tech Recycle
3/22/2023	DCHS	Keyboard	Lenovo	KU-0225	1SSD50K285758843348E	N/A	Broken	Tech Recycle
3/22/2023	Admin	LAPTOP BATTERY	LENOVO	L17M3P71	N/A	N/A	Broken	Tech Recycle
3/22/2023	Admin	LAPTOP	LENOVO	L450	PF-0A8WER	t36058	Broken	Tech Recycle
3/22/2023	DCHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103QSQ	T64827	Broken	Tech Recycle
3/22/2023	DCHS	Laptop	Lenovo	L490	1s20Q6S2NS00PF1TLLR6	T101698	Broken	Tech Recycle
3/22/2023	DCHS	Pen Tray	SMART Technologies	N/A	20-00647-21	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Wall Interface	SMART Technologies	N/A	B012EH10J0531	N/A	Broken	Tech Recycle

3/22/2023	DCHS	Projector Bulbs (129 / 2 boxes)	NEC	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Assorted Items (1 box)	LittleBits	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Assorted Chromebook parts (1 box)	ASUS	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Misc PC components	N/A	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Batteries (2 boxes)	Lenovo	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Controller Board	SMART Technologies	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	iPad Stands (1 box)	Griffin	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	Admin	MAC POWER BRICK	NA	N/A	N/A	N/A	Broken	Tech Recycle
3/22/2023	Admin	MONITOR	DELL	N/A	N/A	t24549	Broken	Tech Recycle
3/22/2023	DCHS	Projector	NEC	NP-M333XS	6100169RA	T39685	Broken	Tech Recycle
3/22/2023	DCHS	Hard Drive	Maxtor	OneTouch 4 Plus	2HAC22RN	N/A	Broken	Tech Recycle
3/22/2023	Admin	PROJECTOR	EPSON	POWERLITE S4	j3vg672337f	t005550	Broken	Tech Recycle
3/22/2023	DCHS	Hard Drive	QPS	QPS-525	A4H3LE0F	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Bar Code Scanner	Follett	Scanner 3400	P-51-01044	N/A	Broken	Tech Recycle
3/22/2023	DCHS	iPad Cases (26)	Griffin	Survivor All-Terrain	N/A	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Hard Drive	LaCie	TB082LL/B	153703198	N/A	Broken	Tech Recycle
3/22/2023	Admin	MONITOR	LENOVO	THINK VISION MONITOR	V9-PFVX8	t012419	Broken	Tech Recycle
3/22/2023	DCHS	Dock	Lenovo	ThinkPad Basic Docking Station	1S40AGM5G0000E	N/A	Broken	Tech Recycle
3/22/2023	DCHS	Bluetooth Interface Card	SMART Technologies	WC6-R1	540514003	N/A	Broken	Tech Recycle
3/22/2023	DCHS	PowerSync Tray for iPad	Bretford	HB717LL/A	2.01407E+11	N/A	Obsolete	Tech Recycle
3/22/2023	Admin	LAPTOP	APPLE	MAC BOOK PRO A1425	C02LC0AGDR55	N/A	Obsolete	Tech Recycle
3/22/2023	Admin	LAPTOP	LENOVO	t460	pc-0FDWW0	T54426	Obsolete	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5212	1WDFW21210GZ	N/A	Broken	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5212	AVAER1833	N/A	Broken	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5212	AVAER7661	N/A	Broken	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5212	AVAER7842	N/A	Broken	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5212	AVAFJ6643	N/A	Broken	Tech Recycle
3/23/2023	HHS	Phone	Mitel	5340	FSACO3096	N/A	Broken	Tech Recycle
3/23/2023	HHS	Monitor	AOC	156lm00005	GQQLCHA053308	T115482	Broken	Tech Recycle
3/23/2023	HHS	Monitor	Dell	1908wfpt	CN0GP0047287285R0WVU	T008512	Broken	Tech Recycle
3/23/2023	HHS	Monitor	Dell	1908wfpt	CN0GP0047287285R32CU	T008514	Broken	Tech Recycle
3/23/2023	HHS	Monitor	Gateway	900W	MSX66 50H 02189	N/A	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	A50	4.01022E+12	T54954	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	AverMedia	CP130	43405 7080	104303	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	AverMedia	CP130	46360 7080	104308	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	AverMedia	CP130	64552 08050P	N/A	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	AverMedia	CP130	67519 8030	N/A	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	AverMedia	CP130	67908 8030	N/A	Broken	Tech Recycle
3/23/2023	HHS	Monitor	Dell	E178FPc	CN0TP2196418076C334S	N/A	Broken	Tech Recycle
3/23/2023	HHS	Monitor	Dell	E2011hc	CN02H2VM641801B30F2L	T25666	Broken	Tech Recycle
3/23/2023	HHS	Projector	Epson	EMP-1825	KG4F840295L	N/A	Broken	Tech Recycle
3/23/2023	HHS	Projector	Epson	EMP-1825	KG4F840315L	N/A	Broken	Tech Recycle
3/23/2023	HHS	APC UPS	APC	ES550	4B1142P21112	N/A	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	N/A	T64563	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1517PV	T79760	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1517RH	T79738	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1HCGB1	T79807	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1PH5CV	T89355	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	PF-1HCGBW	T79805	Broken	Tech Recycle
3/23/2023	HHS	BW Printer	HP	Laserjet 4350n	CNRXL35014	T003561	Broken	Tech Recycle
3/23/2023	HHS	Cash Drawer	n/a	N/A	N/A	N/A	Broken	Tech Recycle
3/23/2023	HHS	Misc. box of Toner	n/a	N/A	N/A	N/A	Broken	Tech Recycle
3/23/2023	HHS	Misc. box of Projector bulbs	n/a	N/A	N/A	N/A	Broken	Tech Recycle
3/23/2023	HHS	Desktop	Dell	Optiplex 745	1W4CGD1	N/A	Broken	Tech Recycle
3/23/2023	HHS	Projector	Epson	Power Lite 95	P9FF152884L	104747	Broken	Tech Recycle
3/23/2023	HHS	Projector	Epson	Powerlite 95	P9FF138316L	N/A	Broken	Tech Recycle
3/23/2023	HHS	VCR	Toshiba	SDV296	a23d71334u5100	N/A	Broken	Tech Recycle
3/23/2023	HHS	Color Printer	Ricoh	Sp400DN	q6879400124	T017040	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Think Pad mini Dock Series 3	1S4337M2TG1E5	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Think Pad mini Dock Series 3	1S4337M2TG1H7	N/A	Broken	Tech Recycle

3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B0AK3C	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B0DT3A	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B0DT3A	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B0HAXC	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B0Z120	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B109G2	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B1V9TX	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B2A648	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Thinkpad Pro Dock	1S40A1M2B2ATB4	N/A	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T65832	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T65833	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T54695	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T54749	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T54744	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T54746	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	T54868	Broken	Tech Recycle
3/23/2023	HHS	Doc Camera	Aver	U50	4.01022E+12	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Ultra Dock	1S40A2M2A06RWW	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Ultra Dock	1S40A2M2A06RX1	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Ultra Dock	1S40A2M2A06TCK	N/A	Broken	Tech Recycle
3/23/2023	HHS	Dock	Lenovo	Ultra Dock	1S40A2M3A01PFB	N/A	Broken	Tech Recycle
3/23/2023	HHS	Smart Slate	SMART	WS200	12DP000462	T30728	Broken	Tech Recycle
3/23/2023	HHS	Smart Slate	SMART	WS200	12DP000477	T30727	Broken	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF1037VY	T64457	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103FGA	T64468	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103FGK	T64459	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103J0G	T64486	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF103QTB	T64770	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104C0H	T64702	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104ETH	T63439	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104KA8	T64269	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104SUW	T64705	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104SY5	T63187	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF104WFF	T63345	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF1052EN	T63366	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF1052KZ	T64674	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10MGYP	T64771	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10MRCR	T64332	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N3BZ	T64781	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N3L3	T64300	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N7U4	T64269	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N7XA	T64294	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N80H	T64788	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N9U4	T64233	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10N9WV	T64279	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NBZX	T64304	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NDSZ	T64251	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NDXW	T64229	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NE5F	T64513	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NEU4	T64825	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NF1N	T64648	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NGLC	T64806	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NH0G	T64662	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NK2W	T0064596	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NLVC	T64324	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NQTD	T64372	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10NR1S	T64557	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10PJ53	T63307	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10PVYY	T64924	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10Q97M	T63246	Obsolete	Tech Recycle

3/23/2023	HHS	Laptop	Lenovo	L470	1s20J5S1UD00PF10QB20	T63183	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1513HU	T79754	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NP4NW	T88861	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NP7H3	T88979	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NP7J5	T88810	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NPPM0	T88961	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NPX31	T88948	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NPX3A	T88909	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NS3RJ	T89316	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	1s20LTS24V00PF1NS6X5	T89227	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	N/A	T79814	Obsolete	Tech Recycle
3/23/2023	HHS	Laptop	Lenovo	L480	s/n	T89293	Obsolete	Tech Recycle
3/23/2023	GES	Walkie Talkie	Motorola	AAH50RDC9AA1AN	018TMMA051	T018077	Broken	Tech Recycle
3/24/2023	WCS	Steam Table	CRES-COR	4 Well Steam table	N/A	003680	Obsolete	Auction
3/24/2023	HHS	Blast Freezer	Traulsen	Smart Chill	N/A	103329	Obsolete	Auction
3/24/2023	HHS	Steam Table	Southbend	Steam table	N/A	103347	Obsolete	Auction
3/29/2023	B&G	Deck Trailer	Pet Trailer Mfg Co.	Monster Ramp	4P5F8268J3031395	N/A	Obsolete	Auction

*Supporting documentation available in the Purchasing Department.

Diane C. White

Diane C. White, Director of Purchasing

04/01/23

Date

Your board package includes the February 2023 Unaudited Treasurer and Financial Report. Report highlights are as follows:

Treasurer Report
As of February 28, 2023, the District had $147,523,483 of cash on hand. The cash balance by fund was:

Operating Fund	$112,104,903
Bond & Interest Fund	$420,983
Site & Construction Fund	$34,997,597
Total	**$147,523,483**

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

Fund	% of Budget	Comment
Education	56.29%	This fund is on trend. Teacher and para salaries start in late August, as the previous year's wages were accrued in June 2022.
Operations & Maintenance	59.24%	This fund is on trend.
Bond & Interest	80.44%	The bond & interest fund is used to pay our debt payments made in December and June.
Transportation	55.05%	This fund is on trend.
IMRF/Social Security	59.04%	This fund is on trend. Teacher and para salaries start in late August, as the previous year's wages were accrued in June 2022.
Capital Projects	28.57%	This fund is used to pay for our capital projects.
Tort	100.01%	The tort fund is used to pay our insurance premiums. These premiums are paid in July.

Revenues- the District has received 52.53% of its budgeted revenue compared to 55.08% prior YTD.

Financial Reporting Analysis- Operating Funds
Operating Fund Revenue Summary by Source- 52.89% compared to 55.61% prior YTD.
- Local Revenues are on-trend at 46.49%;
- State Revenues are on-trend at 65.82%;
- Federal Revenues are on-trend at 63.11% and are in line with federal grant expenditures.

Operating Fund Expenditure Summary by Object- 56.79% compared to 57.52% prior to YTD.
- Salaries are at 55.66%- teacher and para salaries started on August 26, as with previous school years, will accrue into Summer 2023;
- Benefits are at 53.66%- teacher and para salaries started on August 26, as with previous school years, will accrue into Summer 2023;
- Purchase Services are at 63.58%;
- Supplies/Materials are at 56.90%;
- Capital Outlay are at 62.85%;
- Other/Tuition are at 45.52%;
- Non-Capitalized Equipment (any equipment under our $5,000 capitalization threshold) is 73.67%. A large portion of the expenditures were purchases for Big Timber Elementary School.

Monthly Notes:
- Short-term interest rates have increased from 4.164% in January to 4.443% in February. Total interest for the year is $2,671,350.14.
- As of the end of February, health claims have exceeded the total premiums by $2.7 million.
- The Tort Fund has a deficit balance of ($293,946) due to payment of the District insurance premiums for worker's compensation and general liability insurance coverage. Property tax collections throughout the year will offset this deficit by the end of the fiscal year. The deficit is being covered by a loan from the working cash fund.
- Financials are presented on an unaudited cash basis and do not represent the District's final financial statements.

COMMUNITY UNIT SCHOOL DISTRICT NO 300
UNAUDITED FINANCIAL REPORT NO. 8
February 28, 2023
April 11, 2023

	ED FUND	O&M FUND	B&I FUND	TRANS FUND	IMRF FUND	S&C FUND	WORKING CASH FUND	TORT FUND	TOTAL
CASH BALANCE January 31, 2023	$ 64,187,343	$ 10,959,383	$ 404,952	$ 8,343,413	$ 5,863,260	$ 35,138,264	$ 39,346,623	$ (293,946)	$ 163,949,292
CASH RECEIPTS	8,537,767	53,149	16,637	24,329	9,575	65,532	70,426	-	$ 8,777,415
CASH DISBURSEMENTS	(21,797,644)	(2,261,955)	(607)	(422,840)	(513,980)	(206,198)	-	-	$ (25,203,224)
CASH BALANCE February 28, 2023	$ 50,927,465	$ 8,750,577	$ 420,983	$ 7,944,902	$ 5,358,855	$ 34,997,597	$ 39,417,049	$ (293,946)	$ 147,523,483
INTERFUND TRANSFERS/LOANS*							(293,946)	293,946	-
ENDING CASH BALANCE February 28, 2023	$ 50,927,465	$ 8,750,577	$ 420,983	$ 7,944,902	$ 5,358,855	$ 34,997,597	$ 39,123,102	$ -	$ 147,523,483
INVESTMENT INCOME YEAR TO DATE	$ 2,671,350								

TREASURER'S REPORT FOR THE MONTH OF FEBRUARY 2023

INVESTMENTS AT COST:		$ 147,523,483.00
(See attached schedule for investment detail)		
MONTHLY PAYROLL:		
Educational Fund	$ 12,372,595.18	
O&M Fund	$ 689,060.73	
Transportation Fund	$ 57,058.47	$ 13,118,714.38
PAYROLL RELATED EXPENDITURES:		
(Not reflected in A/P Bill Listing)		
Educational and Transportation Funds;		
Teachers, Retirement System	$ 835,935.04	
Total Teachers, Retirement System		$ 853,464.33
Illinois Municipal Retirement Fund		
IMRF	$ 175,256.99	
FICA	$ 155,366.01	
Medicare	$ 173,997.66	
Total IMRF/FICA/Medicare Fund		$ 504,620.66
Total Payroll and Related Expenditures		$ 14,476,799.37

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2023
By Fund, By Object

All Funds	FY23 Budget	FY23 Actual	% of FY23 Budget
Local	246,113,480	116,688,885	47.41%
State	85,508,339	56,244,669	65.78%
Federal	29,062,299	16,550,029	56.95%
Other Source	-	-	
Total Revenues	360,684,118	189,483,582	52.53%
Salaries	178,380,648	99,283,408	55.66%
Benefits	47,386,856	25,425,967	53.66%
Purchased Services	56,371,145	35,835,800	63.57%
Supplies/Materials	13,154,220	7,484,380	56.90%
Capital Outlay	24,269,259	7,358,012	30.32%
Other	40,840,484	28,839,993	70.62%
Non-Capitalized Equipment	5,198,746	3,830,062	73.67%
Total Expenditures	365,601,358	208,057,623	56.91%
Revenues Over Disbursements	(4,917,240)	(18,574,040)	
Other Financing Sources	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	(4,917,240)	(18,574,040)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2023
By Fund, By Object

Operating Funds	FY23 Budget	FY23 Actual	% of FY23 Budget
Local	214,275,037	99,613,854	46.49%
State	85,458,339	56,244,669	65.82%
Federal	26,223,454	16,550,029	63.11%
Other Sources	-	-	
Total Revenues	325,956,830	172,408,551	52.89%
Salaries	178,380,648	99,283,408	55.66%
Benefits	47,386,856	25,425,967	53.66%
Purchased Services	56,351,145	35,830,092	63.58%
Supplies/Materials	13,154,220	7,484,380	56.90%
Capital Outlay	1,235,907	776,808	62.85%
Other/Tuition	11,524,006	5,246,149	45.52%
Non-Capitalized Equipment	5,198,746	3,830,062	73.67%
Total Expenditures	313,231,528	177,876,867	56.79%
Revenues Over Disbursements	12,725,302	(5,468,316)	
Other Financing Sources	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	12,725,302	(5,468,316)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2023
By Fund, By Object

Fund 1-Educational	FY23 Budget	FY23 Actual	% of FY23 Budget
Local	168,470,217	75,893,605	45.05%
State	76,393,073	49,669,454	65.02%
Federal	26,223,454	16,550,029	63.11%
Other Sources	-	-	
Total Revenues	271,086,744	142,113,088	52.42%
Salaries	168,404,172	93,249,223	55.37%
Benefits	38,572,977	20,220,720	52.42%
Purchased Services	32,466,712	21,423,368	65.99%
Supplies/Materials	5,646,646	3,225,765	57.13%
Capital Outlay	248,661	340,004	136.73%
Other/Tuition	11,515,006	5,240,854	45.51%
Non-Capitalized Equipment	4,929,638	3,670,930	74.47%
Total Expenditures	261,783,812	147,370,865	56.29%
Revenues Over Disbursements	9,302,932	(5,257,776)	
Other Financing Source Transfers	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	9,302,932	(5,257,776)	
Fund 2-Operations & Maintenance			
Local	25,813,825	14,523,615	56.26%
State	-	-	
Other Sources	-	-	
Total Revenues	25,813,825	14,523,615	56.26%
Salaries	9,517,262	5,661,518	59.49%
Benefits	1,624,766	944,485	58.13%
Purchased Services	3,927,048	2,721,752	69.31%
Supplies/Materials	6,102,390	3,311,628	54.27%
Capital Outlay	896,610	434,896	48.50%
Other	9,000	5,295	58.83%
Non-Capitalized Equipment	269,108	158,284	58.82%
Total Expenditures	22,346,184	13,237,856	59.24%
Revenues Over Disbursements	3,467,641	1,285,759	
Other Financing Source Transfers	-	-	
Net Change to Fund Balance	3,467,641	1,285,759	
Fund 3-Bond & Interest			
Local	26,932,112	13,363,050	49.62%
Other Sources	-	-	0.00%
Total Revenues	26,932,112	13,049,102	48.45%
Purchased Services	20,000	5,708	28.54%
Other	29,316,478	23,593,844	80.48%
Total Expenditures	29,336,478	23,599,552	80.44%
Revenues Over Disbursements	(2,404,366)	(10,550,449)	
Other Financing Sources/(Uses)		-	
Net Change to Fund Balance	(2,404,366)	(10,550,449)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2023
By Fund, By Object

Fund 4-Transportation	FY23 Budget	FY23 Actual	% of FY23 Budget
Local	10,727,581	4,395,831	40.98%
State	9,065,266	6,575,214	72.53%
Other Sources	-	-	
Total Revenues	19,792,847	10,971,046	55.43%
Salaries	459,214	372,668	81.15%
Benefits	11,822	23,601	199.64%
Purchased Services	17,818,247	9,545,724	53.57%
Supplies/Materials	1,405,184	946,986	67.39%
Capital Outlay	90,636	1,908	2.11%
Other	-	-	0.00%
Non-Capitalized Equipment	-	849	0.00%
Total Expenditures	19,785,103	10,891,737	55.05%
Revenues Over Disbursements	7,744	79,308	
Other Financing Sources	-	-	
Net Change to Fund Balance	7,744	79,308	
Fund 5-IMRF/Social Security			
Local	7,013,342	3,430,481	48.91%
Total Revenues	7,013,342	3,430,481	48.91%
Benefits	7,177,291	4,237,160	59.04%
Total Expenditures	7,177,291	4,237,160	59.04%
Revenues Over Disbursements	(163,949)	(806,679)	
Other Financing Sources	-	-	
Net Change to Fund Balance	(163,949)	(806,679)	
Fund 6-Capital Projects			
Local	4,906,331	3,711,981	75.66%
State	50,000	-	
Federal	2,838,845	-	0.00%
Total Revenues	7,795,176	3,711,981	47.62%
Salaries	-	-	
Benefits	-	-	
Purchased Services	-	-	
Supplies/Materials	-	-	
Capital Outlay	23,033,352	6,581,204	28.57%
Other	-	-	
Total Expenditures	23,033,352	6,581,204	28.57%
Revenues Over Disbursements	(15,238,176)	(2,869,223)	
Other Financing Sources	-	-	
Fund Balance Transfer	-	-	
Net Change to Fund Balance	(15,238,176)	(2,869,223)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report 8
February 28, 2023
By Fund, By Object

Fund 7-Working Cash	FY23 Budget	FY23 Actual	% of FY23 Budget
Local	57,378	404,117	704.31%
Total Revenues	57,378	404,117	704.31%
Total Expenditures	-	-	0.00%
Revenues Over Disbursements	57,378	404,117	
Other Financing Uses	-	-	
Net Change to Fund Balance	57,378	404,117	
Fund 8-Tort			
Local	2,192,694	966,204	44.06%
Total Revenues	2,192,694	966,204	44.06%
Purchase Services	2,139,138	2,139,248	100.01%
Total Expenditures	2,139,138	2,139,248	100.01%
Revenues Over Disbursements	53,556	(1,173,044)	
Other Financing Uses	-	-	
Net Change to Fund Balance	53,556	(1,173,044)	

February 28, 2023

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-All Funds

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	Earnings to Maturity	Principal Invested @ 02/28/23
OPERTATING FUND INVESTMENTS											
US TREASURY N/B	SEC		365	6/17/2022	7/29/2022	42	1.500%	5,008,630	5,000,000	-	-
US TREASURY N/B	SEC		365	12/16/2021	8/31/2022	258	0.090%	3,997,000	3,997,937		
Fed Home LN Discount	SEC		365	5/19/2022	8/23/2022	96	0.933%	8,300,000	8,279,391	-	-
Cash Mgmt Bill	SEC		365	5/20/2022	9/6/2022	109	0.971%	11,232,000	11,199,522	-	-
Bank of China	CD		365	12/15/2021	9/8/2022	267	0.101%	249,984	249,800	-	-
Financial Federal	CD		365	12/15/2021	9/8/2022	267	0.100%	249,983	249,800	-	-
Bank Hapoalim, NY	CD		365	12/15/2021	9/8/2022	267	0.100%	249,983	249,800	-	-
CIBC Bank USA/Private Bank	CD		365	12/15/2021	9/8/2022	267	0.100%	249,984	249,800	-	-
CIT Bank, National Association, CA	CDR		365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	-	-
Pinnacle Bank, TN	CDR		365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	-	-
City First Bank of D.C., National Association	CDR		365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	-	-
First Liberty Bank, OK	CDR		365	9/16/2021	9/15/2022	364	0.080%	241,602	241,409	-	-
Amarillo National Bank, TX	CDR		365	9/16/2021	9/15/2022	364	0.080%	34,391	34,364	-	-
State Bank of India	DTC		365	9/17/2021	9/16/2022	364	0.080%	249,000	249,174	-	-
US TREASURY N/B	SEC		365	7/29/2022	9/23/2022	56	2.200%	5,016,877	5,000,000	-	-
US TREASURY N/B	SEC		365	6/17/2022	10/6/2022	111	1.600%	6,125,000	6,095,350	-	-
US TREASURY N/B	SEC		365	6/17/2022	10/18/2022	123	1.830%	7,645,000	7,599,664	-	-
FIRST CAPITAL BANK	CD		365	12/17/2020	12/19/2022	732	0.150%	249,950	249,200	-	-
KS STATEBANK/KANSAS STATE BANK O	CD		365	12/17/2020	12/19/2022	732	0.151%	249,353	248,600	-	-
SERVISFIRST BANK	CD		365	12/17/2020	12/19/2022	732	0.160%	249,900	249,100	-	-
Luana Savings Bank	CD		365	12/17/2020	12/19/2022	732	0.150%	249,950	249,200	-	-
GBC International Bank	CD		365	12/17/2020	12/19/2022	732	0.142%	249,912	249,200	-	-
US TREASURY N/B	SEC		365	11/4/2021	12/31/2022	422	0.100%	4,996,000	4,997,366	-	-
Western Alliance Bank/Torrey Pines	CD		365	7/14/2021	1/4/2023	539	0.142%	249,956	249,400	-	-
Fed Home LN Discount	SEC		365	10/17/2022	1/11/2023	86	3.686%	2,522,000	2,499,985	-	-
Cash Mgmt Bill 912796ZJ1	SEC		365	9/13/2022	1/10/2023	119	3.130%	13,232,000	13,098,333	-	-
Cash Mgmt Bill 912796ZL6	SEC		365	9/27/2022	1/24/2023	119	3.470%	8,697,000	8,599,715	-	-
Cash Mgmt Bill 912796ZT9	SEC		365	10/17/2022	2/7/2023	113	3.828%	7,690,000	7,599,917	-	-
US TREASURY N/B	SEC		365	6/17/2022	2/15/2023	243	2.410%	7,015,000	6,967,594	-	-
US TREASURY N/B	SEC		365	6/17/2022	2/28/2023	256	2.490%	20,525,000	20,188,262	-	-
PONCE BANK	SDA			2/28/2023			4.570%	395	395	-	395
NEXBANK, SSB-ICS	SDA			2/28/2023			4.570%	10,031,506	10,031,506	-	10,031,506
Bank of China	SDA			2/28/2023			4.570%	583,048	583,048	-	583,048
Bank of China	SDA			2/28/2023			4.570%	266,551	266,551	-	266,551

Congressional Bank	SDA		2/28/2023			4.570%	665,792	665,792	-	665,792
NEXBANK, SSB-PHLY,TX	SDA		2/28/2023			4.570%	16,367	16,367	-	16,367
US TREASURY N/B	SEC	365	6/17/2022	3/15/2023	271	2.530%	7,600,000	7,486,891	113,109.37	7,486,891
Fed Home LN Discount 313384DY2	SEC	365	1/5/2023	4/5/2023	90	4.440%	13,093,000	12,949,272	143,728.41	12,949,272
Fed Home LN Discount 313384EL9	SEC	365	1/5/2023	4/17/2023	102	4.440%	7,594,000	7,499,651	94,349.12	7,499,651
US TREASURY N/B	SEC	365	1/5/2023	5/2/2023	117	4.510%	1,724,000	1,699,431	24,569.15	1,699,431
US TREASURY N/B	SEC	365	1/26/2023	5/4/2023	98	4.520%	12,752,000	12,599,086	152,914.19	12,599,086
Fed Home LN Discount 313384FS3	SEC	365	1/27/2023	5/17/2023	110	4.580%	4,765,000	4,699,234	65,766.27	4,699,234
US TREASURY N/B	SEC	365	1/31/2023	5/30/2023	119	4.603%	2,740,000	2,699,487	40,512.95	2,699,487
US TREASURY N/B	SEC	365	11/4/2021	5/31/2023	573	0.230%	5,005,000	4,996,789	8,211.33	4,996,789
US TREASURY N/B	SEC	365	11/4/2021	11/30/2023	756	0.400%	4,786,000	4,956,127		4,956,127
US TREASURY N/B	SEC	365	7/15/2021	7/31/2024	1112	0.310%	1,878,000	1,981,217		1,981,217
US TREASURY N/B	SEC	365	7/15/2021	7/31/2025	1477	0.530%	2,020,000	1,997,433	22,567.19	1,997,433
US TREASURY N/B	SEC	365	7/15/2021	7/31/2026	1842	0.700%	1,874,000	1,982,926		1,982,926
PMA/ISDLAF Liquid #10254-101	Short term trust deposit	365		as needed	n/a	4.443%		20,537,295	-	20,537,295
PMA/ISDLAF Max #10254-101	Short term trust deposit	365		as needed	n/a	4.509%		16,980,712	-	16,980,712
PMA/ISDLAF LTD #10254-101	LTD Account	365	1/19/2021	2/28/2023			10,010,000	10,012,000	-	10,010,000
PMA/ISDLAF Liquid #10254-104	Short term trust deposit	365		as needed	n/a	4.443%		9,080,762	-	9,080,762
Total Operating Investments with PMA										133,721,969
									Outstanding Items	(6,312,186)
									Bond & Interest Fund Transfers	4,409,096
									Construction Fund Transfers	(19,713,977)
TOTALS OPERATING FUNDS AS OF				28-Feb-23						112,104,902
TOTALS BOND AND INTEREST FUND INVESTMENTS AS OF (see page 3 for details):				28-Feb-23						420,983
TOTAL CONSTRUCTION FUND INVESTMENTS AS OF (see page 4 for details):				28-Feb-23						34,997,598
TOTAL FUNDS INVESTED (Including Construction and Bond & Interest Fund)				28-Feb-23						**$ 147,523,483**

February 28, 2023

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-Bond and Interest Fund

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	Earnings to Maturity	Principal Invested @ 02/28/23
BOND AND INTEREST FUND INVESTMENTS											
PMA 1994 Escrow Fund; #10254-103-Liquic	Short term trust deposit		365		as needed	n/a	4.443%		0	-	0
PMA 1994 Escrow Fund; #10254-103-Max	Short term trust deposit		365		as needed	n/a	4.509%		3,888,683	-	3,888,683
ISDLAF+ Term Series	TS		365	11/4/2022	12/16/2022	42	3.720%	13,055,647	13,000,000	-	-
Treasury Bill	SEC		365	6/24/2022	12/22/2022	181	2.227%	12,132,000	11,999,515	-	-
Total B&I Investments with PMA											3,888,683
USBank Intercept Escrow Fund 400554.1	MMA								940,597	0	940,597
USBank Bond Pool Fund 431613.1	MMA								799	0	799
Total B&I Investments with US Bank									941,396		941,396
TOTAL BOND AND INTEREST FUNDS INVESTMENTS AS OF:				28-Feb-23					941,396		4,830,079
										Outstanding Items	-
										Operating Fund Transfers	(4,409,096)
										Cash Balance Per General Ledger	420,983

February 28, 2023

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-Construction Fund

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	to Maturity	Invested @ 02/28/23
CONSTRUCTION FUND INVESTMENTS FUND INVESTMENTS											
PMA/ISDLAF Max #10254-212	Short term trust deposit		365		as needed	n/a	4.509%		839	-	839
PMA/ISDLAF LTD #10254-212	LTD Account		365	1/19/2021	2/28/2023			15,018,839	15,018,839	-	15,018,839
TOTAL CONSTRUCTION FUNDS INVESTMENTS AS OF:				28-Feb-23					15,019,679	-	15,019,679
										Outstanding Items	263,942
										Operating Fund Transfers	19,713,977
										Cash Balance Per General Ledger	34,997,598

Balance Sheet

Consolidated		Educational Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	50,286,005.89	51,473,280.83	1,187,274.94-	2.3-
8014-0000	Payroll Account	39,832.77	20,649.01-	60,481.78	292.9-
8015-0000	Flex Account	12,463.59	9,621.81	2,841.78	29.5
8016-0000	Board Account Deposits	731.31	72,054.38	71,323.07-	99.0-
8017-0000	Student Payments Account	51.90	1,566.02	1,514.12-	96.7-
	Total Cash	50,339,085.46	51,535,874.03	1,196,788.57-	2.3-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	424,117.00	1,946.00	422,171.00	21694.3
8190-0000	Grants Receivable	6,045,171.05	4,619,873.05	1,425,298.00	30.9
8191-0000	CPPRT Receivable	0.00	470,090.00	470,090.00-	100.0-
8192-0000	Property Taxes Receivable	70,468,621.00	70,898,213.00	429,592.00-	.6-
	Total 110-122	76,937,909.05	75,990,122.05	947,787.00	1.2
8400	Other Current Assets				
8440-0000	Prepaid Expenses	1,416.00	1,194,994.30	1,193,578.30-	99.9-
8486-0000	Invoice Tolerance	.02-	.01-	.01-	100.0
	Total Other Current Assets	1,415.98	1,194,994.29	1,193,578.31-	99.9-
	Total Receivables	76,939,325.03	77,185,116.34	245,791.31-	.3-
	Total Current Assets	127,278,410.49	128,720,990.37	1,442,579.88-	1.1-
	Total Assets	127,278,410.49	128,720,990.37	1,442,579.88-	1.1-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	1,282,652.26-	296,658.37-	985,993.89-	332.4
9021-0000	Accrued Payroll	7,644.77-	354,430.88-	346,786.11	97.8-
9022-0000	Deferred Revenue	70,883,790.23-	70,899,268.12-	15,477.89	
9023-0000	Accrued Accounts Payable (Auditor A	761,502.17-	1,144,384.06-	382,881.89	33.5-
9025-0000	Unclaimed Property Liability	0.00	32,281.25	32,281.25-	100.0-
9098-0000	Premium Group Term Life (Noncash) (	15,630.60	12,740.88-	28,371.48	222.7-
	Total Current Liabilities	72,919,958.83-	72,675,201.06-	244,757.77-	.3
9300	Payroll Deductions				
9301-0000	Federal Withholding Tax Payable	1,202.22	498.94	703.28	141.0
9302-0000	SIT Payable	293.73	218.94	74.79	34.2
9310-0000	Annuities Payable	248.47	0.00	248.47	

Balance Sheet

Consolidated		Educational Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9300	Payroll Deductions				
9311-0000	Student Fees Payable	0.00	.10-	.10	100.0-
9320-0000	Employee Disability/Life Payable	31,485.09-	12,430.21	43,915.30-	353.3-
9321-0000	FSA	18,375.32-	70,130.02-	51,754.70	73.8-
9325-0000	Health Savings Account (HSA)	0.00	326,756.48-	326,756.48	100.0-
9330-0000	TRS	679,212.77-	647,261.35-	31,951.42-	4.9
9340-0000	THIS-Employee	152,788.97-	201,054.88-	48,265.91	24.0-
9360-0000	Other Payroll Deductions Payable	0.00	843.00-	843.00	100.0-
9362-0000	Garnishments	731.66	0.00	731.66	
9363-0000	Union Dues	96.01	0.00	96.01	
9368-0000	Employee Voluntary Insurance Payabl	351.39	179.45	171.94	95.8
	Total Payroll Deductions	878,938.67-	1,232,718.29-	353,779.62	28.7-
9400	Other Payables				
9402-0000	Owed to Foundation	420.00-	40.00-	380.00-	950.0
9403-0000	Owed to Settlement	1,257.50-	1,257.50-	0.00	
9404-0000	Owed to Building-Music Donations	794.23-	1,075.01-	280.78	26.1-
9410-0000	Owed to Building-Vending	186,187.27-	210,961.72-	24,774.45	11.7-
9411-0000	Owed to Building-Picture Money	174,854.48-	174,547.88-	306.60-	.2
9412-0000	Owed to Building-ACT Prep Program	478,165.14-	410,393.54-	67,771.60-	16.5
9413-0000	Owed to Building-Physical Education	314,691.19-	319,461.66-	4,770.47	1.5-
9414-0000	Owed to Building-Athletics	311,174.90-	415,974.91-	104,800.01	25.2-
9415-0000	Owed to Building-Yearbook	115,504.29-	126,447.58-	10,943.29	8.7-
9416-0000	Owed to Building-Year in Review Vid	3,300.15-	3,300.15-	0.00	
9417-0000	Owed to Building-Athletic Tournamen	287,693.45-	283,793.91-	3,899.54-	1.4
9418-0000	Owed to Building-Assignment Books	2,820.00-	2,820.00-	0.00	
9419-0000	Owed to Building-Other	237,084.54-	346,876.44-	109,791.90	31.7-
9420-0000	Owed to Building - Spec Olympics	4,499.41-	4,499.41-	0.00	
9421-0000	Owed to Building - Admin Mentoring	10,220.75-	10,220.75-	0.00	
9422-0000	Owed to Building - Corporate Sponso	30,014.27-	29,315.78-	698.49-	2.4
9423-0000	Owed to Building - Athletc Donation	74,798.85-	87,208.86-	12,410.01	14.2-
9424-0000	Owed To Building - Musical	119,231.04-	169,902.24-	50,671.20	29.8-
9425-0000	Owed to Building - Summer Camps	4,812.57-	4,812.57-	0.00	
9426-0000	Owed to Building - Library	88,863.73-	95,610.04-	6,746.31	7.1-
9428-0000	Owed to Building - Homeless	14,880.53-	1,005.53-	13,875.00-	1379.9
9429-0000	Owed to Building - BPAC	360.64-	360.64-	0.00	
9430-0000	Owed to Building - Donations	107,430.29-	88,595.59-	18,834.70-	21.3
9434-0000	Owed to Buildings-Basketball	685.17-	3,539.90-	2,854.73	80.6-
9437-0000	Owed to Buildings-Softball	250.00-	250.00-	0.00	
9440-0000	Owed to Building-Grants	2,858.83-	3,670.80-	811.97	22.1-
9460-0000	Other Payables	2,532,208.58	2,767,207.76	234,999.18-	8.5-
9461-0000	Credit Card Payable	482.96-	482.96-	0.00	
9462-0000	Owed to Building-Print Shop	1,241.25-	207.25-	1,034.00-	498.9
9463-0000	Summer Camp-Bowling	.30-	.30-	0.00	
9464-0000	Summer Camp-Girls Basketball	2,165.92-	2,523.56-	357.64	14.2-
9465-0000	Summer Camp-Boys Basketball	8,721.21-	6,614.35-	2,106.86-	31.9
9466-0000	Summer Camp-Coed Tennis	8,974.08-	5,958.75-	3,015.33-	50.6
9467-0000	Summer Camp-Football	1,505.72	1,482.57-	2,988.29	201.6-
9468-0000	Summer Camp-Coed Volleyball	2,534.87-	822.59-	1,712.28-	208.2
9469-0000	Summer Camp-Coed Wrestling	4,629.19-	4,197.15-	432.04-	10.3
9470-0000	Summer Camp-Boys Baseball	8,947.65-	9,437.88-	490.23	5.2-

Balance Sheet

Consolidated		Educational Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9400	Other Payables				
9471-0000	Summer Camp-Girls Softball	930.00-	1,019.40-	89.40	8.8-
9472-0000	Sports Camp-Elementary	586.57-	586.57-	0.00	
9473-0000	Summer Camp-Coed Soccer	333.30	822.39-	1,155.69	140.5-
9474-0000	Summer Camp-Cheerleading	4,736.92-	2,653.49-	2,083.43-	78.5
9475-0000	Custodial Services	129,027.94-	169,202.79-	40,174.85	23.7-
9477-0000	Summer Camp-Coed Basketball	233.60	138.40-	372.00	268.8-
9478-0000	Summer Camp-Girls Soccer	564.37-	54.21-	510.16-	941.1
9479-0000	Summer Camp-Coed Cross Country	104.98	409.84-	514.82	125.6-
9480-0000	Summer Camp-Boys Lacrosse	2,261.25-	1,671.71-	589.54-	35.3
9481-0000	Summer Camp-Girls Lacrosse	14.62-	.29-	14.33-	4941.4
9482-0000	Summer Camp-Dance Camp	11,630.43-	5,562.10-	6,068.33-	109.1
9483-0000	Summer Camp-Boys Soccer	20,466.54-	13,178.01-	7,288.53-	55.3
9484-0000	Summer Camp-Girls Golf	692.54-	367.54-	325.00-	88.4
9485-0000	Summer Camp-Boys Golf	1,724.65-	2,852.00-	1,127.35	39.5-
9486-0000	Summer Camp-Girls Volleyball	10,490.72-	11,617.70-	1,126.98	9.7-
9488-0000	Summer Camp-Marching Band	1,948.74-	4,027.41-	2,078.67	51.6-
9490-0000	Summer Camp-Coed Baseball	0.00	183.73-	183.73	100.0-
9491-0000	Summer Camp-Coed Lacrosse	0.00	68.72	68.72-	100.0-
9492-0000	Summer Camp-Strength & Conditioning	964.72-	9,136.24-	8,171.52	89.4-
9493-0000	Summer Camp-Girls Track	208.99-	0.00	208.99-	
9494-0000	Summer Camp-Boys Track	225.00-	0.00	225.00-	
9495-0000	Ed Services Donations	520.65-	520.65-	0.00	
9496-0000	FSL Events-Donations	71.56-	71.56-	0.00	
9497-0000	Coffee Shop	4,575.19-	4,575.19-	0.00	
9498-0000	Owed to Special Events	1,741.77-	1,741.77-	0.00	
9499-0000	Owed to Wellness	33,190.84-	20,619.84-	12,571.00-	61.0
	Total Other Payables	302,738.48-	311,406.12-	8,667.64	2.8-
9500	Long-Term Liabilities				
9505-0000	Lease Liability GASB 87	3,696,757.00-	0.00	3,696,757.00-	
	Total Long-Term Liabilities	3,696,757.00-	0.00	3,696,757.00-	
	Total Liabilities	77,798,392.98-	74,219,325.47-	3,579,067.51-	4.8
FUNDBAL	Equity				
9900-0000	Fund Balance	55,633,280.55-	58,464,986.75-	2,831,706.20	4.8-
9950-0000	Current Year Net Change in Fund Balan	6,153,263.04	3,959,610.41	2,193,652.63	55.4
9998-0000	Error Suspense Payroll	0.00	3,711.44	3,711.44-	100.0-
	Total Equity	49,480,017.51-	54,501,664.90-	5,021,647.39	9.2-
	Total Liabilities & Fund Equit	127,278,410.49-	128,720,990.37-	1,442,579.88	1.1-

Balance Sheet

Consolidated		Health Insurance Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	153,715.64-	1,489,714.16	1,643,429.80-	110.3-
	Total Cash	153,715.64-	1,489,714.16	1,643,429.80-	110.3-
	Total Current Assets	153,715.64-	1,489,714.16	1,643,429.80-	110.3-
	Total Assets	153,715.64-	1,489,714.16	1,643,429.80-	110.3-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	16.39-	17,898.51-	17,882.12	99.9-
	Total Current Liabilities	16.39-	17,898.51-	17,882.12	99.9-
9300	Payroll Deductions				
9322-0000	Employee Health Payable	326,937.85	1,167,514.19-	1,494,452.04	128.0-
9323-0000	Employee Dental Payable	165,491.87-	298,272.44-	132,780.57	44.5-
9324-0000	Employee Vision Payable	7,713.95-	6,029.02-	1,684.93-	27.9
	Total Payroll Deductions	153,732.03	1,471,815.65-	1,625,547.68	110.4-
	Total Liabilities	153,715.64	1,489,714.16-	1,643,429.80	110.3-
	Total Liabilities & Fund Equit	153,715.64	1,489,714.16-	1,643,429.80	110.3-

Balance Sheet

Consolidated		Grant Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	161,839.89	2,140,902.06	1,979,062.17-	92.4-
	Total Cash	161,839.89	2,140,902.06	1,979,062.17-	92.4-
RECEIVABLES	Receivables				
8400	Other Current Assets				
8486-0000	Invoice Tolerance	.01	0.00	.01	
	Total Other Current Assets	.01	0.00	.01	
	Total Receivables	.01	0.00	.01	
	Total Current Assets	161,839.90	2,140,902.06	1,979,062.16-	92.4-
	Total Assets	161,839.90	2,140,902.06	1,979,062.16-	92.4-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	11,834.88-	22,675.83-	10,840.95	47.8-
9023-0000	Accrued Accounts Payable (Auditor A	2,710.63-	12,929.07-	10,218.44	79.0-
	Total Current Liabilities	14,545.51-	35,604.90-	21,059.39	59.1-
9300	Payroll Deductions				
9330-0000	TRS	58,417.96-	34,862.00-	23,555.96-	67.6
	Total Payroll Deductions	58,417.96-	34,862.00-	23,555.96-	67.6
9400	Other Payables				
9428-0000	Owed to Building - Homeless	887.63	0.00	887.63	
	Total Other Payables	887.63	0.00	887.63	
	Total Liabilities	72,075.84-	70,466.90-	1,608.94-	2.3
FUNDBAL	Equity				
9900-0000	Fund Balance	798,799.58-	972,536.58-	173,737.00	17.9-
9950-0000	Current Year Net Change in Fund Balan	709,035.52	1,097,898.58-	1,806,934.10	164.6-
	Total Equity	89,764.06-	2,070,435.16-	1,980,671.10	95.7-
	Total Liabilities & Fund Equit	161,839.90-	2,140,902.06-	1,979,062.16	92.4-

Balance Sheet

Balance Sheet
For Period 8 Ending February 28, 2023 | Fiscal Year 2023

Consolidated		Grant Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent

Balance Sheet

Consolidated — Covid 19 Fund — Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	633,334.92	2,297,987.82-	2,931,322.74	127.6-
	Total Cash	633,334.92	2,297,987.82-	2,931,322.74	127.6-
	Total Current Assets	633,334.92	2,297,987.82-	2,931,322.74	127.6-
	Total Assets	633,334.92	2,297,987.82-	2,931,322.74	127.6-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	11.99	16,112.82-	16,124.81	100.1-
9023-0000	Accrued Accounts Payable (Auditor A	11.99-	0.00	11.99-	
	Total Current Liabilities	0.00	16,112.82-	16,112.82	100.0-
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	1,661.48-	1,032.98-	628.50-	60.8
9321-0000	FSA	9,211.58-	7,520.81-	1,690.77-	22.5
9325-0000	Health Savings Account (HSA)	0.00	6,750.00-	6,750.00	100.0-
	Total Payroll Deductions	10,873.06-	15,303.79-	4,430.73	29.0-
	Total Liabilities	10,873.06-	31,416.61-	20,543.55	65.4-
FUNDBAL	Equity				
9900-0000	Fund Balance	982,323.86	1,800,962.11	818,638.25-	45.5-
9950-0000	Current Year Net Change in Fund Balan	1,604,785.72-	528,442.32	2,133,228.04-	403.7-
	Total Equity	622,461.86-	2,329,404.43	2,951,866.29-	126.7-
	Total Liabilities & Fund Equit	633,334.92-	2,297,987.82	2,931,322.74-	127.6-

Balance Sheet

Balance Sheet
For Period 8 Ending February 28, 2023 Fiscal Year 2023

Consolidated — Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	8,750,577.41	8,308,721.85	441,855.56	5.3
	Total Cash	8,750,577.41	8,308,721.85	441,855.56	5.3
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	55,887.00	210.00	55,677.00	26512.9
8192-0000	Property Taxes Receivable	14,470,397.00	10,818,990.00	3,651,407.00	33.7
	Total 110-122	14,526,284.00	10,819,200.00	3,707,084.00	34.3
8400	Other Current Assets				
8486-0000	Invoice Tolerance	.13-	.01	.14-	1400.0-
	Total Other Current Assets	.13-	.01	.14-	1400.0-
	Total Receivables	14,526,283.87	10,819,200.01	3,707,083.86	34.3
	Total Current Assets	23,276,861.28	19,127,921.86	4,148,939.42	21.7
	Total Assets	23,276,861.28	19,127,921.86	4,148,939.42	21.7
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	165,194.40-	371,876.09-	206,681.69	55.6-
9021-0000	Accrued Payroll	0.00	277,832.00-	277,832.00	100.0-
9022-0000	Deferred Revenue	14,525,106.00-	10,819,104.00-	3,706,002.00-	34.3
9023-0000	Accrued Accounts Payable (Auditor A	.13	339,269.05-	339,269.18	100.0-
	Total Current Liabilities	14,690,300.27-	11,808,081.14-	2,882,219.13-	24.4
9300	Payroll Deductions				
9310-0000	Annuities Payable	245.17-	0.00	245.17-	
9320-0000	Employee Disability/Life Payable	9,673.95-	10,366.30-	692.35	6.7-
9321-0000	FSA	9,264.52-	7,282.95-	1,981.57-	27.2
	Total Payroll Deductions	19,183.64-	17,649.25-	1,534.39-	8.7
9400	Other Payables				
9410-0000	Owed to Building-Vending	440.83-	440.83-	0.00	
9460-0000	Other Payables	441.00	441.00	0.00	
	Total Other Payables	.17	.17	0.00	

Balance Sheet

Balance Sheet
For Period 8 Ending February 28, 2023 Fiscal Year 2023

Consolidated — Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
9500	Long-Term Liabilities				
9505-0000	Lease Liability GASB 87	646,980.00-	0.00	646,980.00-	
	Total Long-Term Liabilities	646,980.00-	0.00	646,980.00-	
	Total Liabilities	15,356,463.74-	11,825,730.22-	3,530,733.52-	29.9
FUNDBAL	Equity				
9900-0000	Fund Balance	6,634,638.74-	7,413,716.31-	779,077.57	10.5-
9950-0000	Current Year Net Change in Fund Balan	1,285,758.80-	111,524.67	1,397,283.47-	1252.9-
	Total Equity	7,920,397.54-	7,302,191.64-	618,205.90-	8.5
	Total Liabilities & Fund Equit	23,276,861.28-	19,127,921.86-	4,148,939.42-	21.7

Balance Sheet

Consolidated		Bond & Interest Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	420,982.90	192,007.07	228,975.83	119.3
	Total Cash	420,982.90	192,007.07	228,975.83	119.3
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	41,168.00	239.00	40,929.00	17125.1
8192-0000	Property Taxes Receivable	13,240,757.00	13,230,506.00	10,251.00	.1
	Total 110-122	13,281,925.00	13,230,745.00	51,180.00	.4
	Total Receivables	13,281,925.00	13,230,745.00	51,180.00	.4
	Total Current Assets	13,702,907.90	13,422,752.07	280,155.83	2.1
	Total Assets	13,702,907.90	13,422,752.07	280,155.83	2.1
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	13,281,056.00-	13,230,636.00-	50,420.00-	.4
	Total Current Liabilities	13,281,056.00-	13,230,636.00-	50,420.00-	.4
	Total Liabilities	13,281,056.00-	13,230,636.00-	50,420.00-	.4
FUNDBAL	Equity				
9900-0000	Fund Balance	10,658,353.55-	9,766,299.50-	892,054.05-	9.1
9950-0000	Current Year Net Change in Fund Balan	10,236,501.65	9,574,183.43	662,318.22	6.9
	Total Equity	421,851.90-	192,116.07-	229,735.83-	119.6
	Total Liabilities & Fund Equit	13,702,907.90-	13,422,752.07-	280,155.83-	2.1

Balance Sheet

Consolidated		Transportation Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	7,944,902.40	6,753,383.48	1,191,518.92	17.6
	Total Cash	7,944,902.40	6,753,383.48	1,191,518.92	17.6
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	27,910.00	154.00	27,756.00	18023.4
8190-0000	Grants Receivable	2,321,853.00	2,117,528.00	204,325.00	9.6
8192-0000	Property Taxes Receivable	4,410,438.00	4,163,589.00	246,849.00	5.9
	Total 110-122	6,760,201.00	6,281,271.00	478,930.00	7.6
8400	Other Current Assets				
8486-0000	Invoice Tolerance	.01	0.00	.01	
	Total Other Current Assets	.01	0.00	.01	
	Total Receivables	6,760,201.01	6,281,271.00	478,930.01	7.6
	Total Current Assets	14,705,103.41	13,034,654.48	1,670,448.93	12.8
	Total Assets	14,705,103.41	13,034,654.48	1,670,448.93	12.8
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	1,434,175.99-	16,075.53-	1,418,100.46-	8821.5
9021-0000	Accrued Payroll	0.00	1,565.00-	1,565.00	100.0-
9022-0000	Deferred Revenue	4,437,759.00-	4,163,673.00-	274,086.00-	6.6
9023-0000	Accrued Accounts Payable (Auditor A	14,406.22-	72,173.49-	57,767.27	80.0-
	Total Current Liabilities	5,886,341.21-	4,253,487.02-	1,632,854.19-	38.4
9300	Payroll Deductions				
9310-0000	Annuities Payable	184.58-	0.00	184.58-	
9320-0000	Employee Disability/Life Payable	153.77-	152.37-	1.40-	.9
9325-0000	Health Savings Account (HSA)	0.00	1,750.00-	1,750.00	100.0-
	Total Payroll Deductions	338.35-	1,902.37-	1,564.02	82.2-
9500	Long-Term Liabilities				
9505-0000	Lease Liability GASB 87	23,388.00-	0.00	23,388.00-	
	Total Long-Term Liabilities	23,388.00-	0.00	23,388.00-	
	Total Liabilities	5,910,067.56-	4,255,389.39-	1,654,678.17-	38.9

Balance Sheet

Consolidated		Transportation Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
FUNDBAL	Equity				
9900-0000	Fund Balance	8,715,727.48-	7,566,594.77-	1,149,132.71-	15.2
9950-0000	Current Year Net Change in Fund Balan	79,308.37-	1,212,670.32-	1,133,361.95	93.5-
	Total Equity	8,795,035.85-	8,779,265.09-	15,770.76-	.2
	Total Liabilities & Fund Equit	14,705,103.41-	13,034,654.48-	1,670,448.93-	12.8

Balance Sheet

Consolidated		Municipal Retirement Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	4,720,639.53	4,021,541.82	699,097.71	17.4
	Total Cash	4,720,639.53	4,021,541.82	699,097.71	17.4
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	27,220.00	147.00	27,073.00	18417.0
8192-0000	Property Taxes Receivable	2,938,410.00	2,840,025.00	98,385.00	3.5
	Total 110-122	2,965,630.00	2,840,172.00	125,458.00	4.4
	Total Receivables	2,965,630.00	2,840,172.00	125,458.00	4.4
	Total Current Assets	7,686,269.53	6,861,713.82	824,555.71	12.0
	Total Assets	7,686,269.53	6,861,713.82	824,555.71	12.0
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	2,965,056.00-	2,840,105.00-	124,951.00-	4.4
	Total Current Liabilities	2,965,056.00-	2,840,105.00-	124,951.00-	4.4
9300	Payroll Deductions				
9303-0000	IMRF Payable	822.84-	0.00	822.84-	
	Total Payroll Deductions	822.84-	0.00	822.84-	
	Total Liabilities	2,965,878.84-	2,840,105.00-	125,773.84-	4.4
FUNDBAL	Equity				
9900-0000	Fund Balance	4,997,700.14-	4,598,639.56-	399,060.58-	8.7
9950-0000	Current Year Net Change in Fund Balan	277,257.48	577,030.74	299,773.26-	52.0-
9999-0000	Error Suspense	51.97	0.00	51.97	
	Total Equity	4,720,390.69-	4,021,608.82-	698,781.87-	17.4
	Total Liabilities & Fund Equit	7,686,269.53-	6,861,713.82-	824,555.71-	12.0

Balance Sheet

Balance Sheet
For Period 8 Ending February 28, 2023 Fiscal Year 2023

Consolidated — Social Security/Medicare Fund — Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	638,215.97	710,994.38	72,778.41-	10.2-
	Total Cash	638,215.97	710,994.38	72,778.41-	10.2-
	Total Current Assets	638,215.97	710,994.38	72,778.41-	10.2-
	Total Assets	638,215.97	710,994.38	72,778.41-	10.2-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9300	Payroll Deductions				
9304-0000	FICA Payable	2,791.73-	17,063.90-	14,272.17	83.6-
9305-0000	Medicare Only Payable	8,226.35-	8,119.37-	106.98-	1.3
	Total Payroll Deductions	11,018.08-	25,183.27-	14,165.19	56.2-
	Total Liabilities	11,018.08-	25,183.27-	14,165.19	56.2-
FUNDBAL	Equity				
9900-0000	Fund Balance	1,158,282.85-	1,179,400.18-	21,117.33	1.8-
9950-0000	Current Year Net Change in Fund Balan	529,421.38	493,589.07	35,832.31	7.3
9999-0000	Error Suspense	1,663.58	0.00	1,663.58	
	Total Equity	627,197.89-	685,811.11-	58,613.22	8.5-
	Total Liabilities & Fund Equit	638,215.97-	710,994.38-	72,778.41	10.2-

Balance Sheet

Consolidated		Site & Construction Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	19,699,756.14	13,472,098.94	6,227,657.20	46.2
	Total Cash	19,699,756.14	13,472,098.94	6,227,657.20	46.2
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	103,597.00	1,153.00	102,444.00	8885.0
8191-0000	CPPRT Receivable	890,125.00	0.00	890,125.00	
	Total 110-122	993,722.00	1,153.00	992,569.00	86085.8
	Total Receivables	993,722.00	1,153.00	992,569.00	86085.8
	Total Current Assets	20,693,478.14	13,473,251.94	7,220,226.20	53.6
	Total Assets	20,693,478.14	13,473,251.94	7,220,226.20	53.6
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	74,369.15-	470,435.00-	396,065.85	84.2-
9014-0000	Construction Contracts Payable	1,649,866.00-	670,396.00-	979,470.00-	146.1
9022-0000	Deferred Revenue	101,411.00-	625.00-	100,786.00-	16125.8
9023-0000	Accrued Accounts Payable (Auditor A	276,632.71-	984,339.74-	707,707.03	71.9-
	Total Current Liabilities	2,102,278.86-	2,125,795.74-	23,516.88	1.1-
	Total Liabilities	2,102,278.86-	2,125,795.74-	23,516.88	1.1-
FUNDBAL	Equity				
9900-0000	Fund Balance	21,616,275.65-	27,762,093.88-	6,145,818.23	22.1-
9950-0000	Current Year Net Change in Fund Balan	3,025,076.37	16,414,637.68	13,389,561.31-	81.6-
	Total Equity	18,591,199.28-	11,347,456.20-	7,243,743.08-	63.8
	Total Liabilities & Fund Equit	20,693,478.14-	13,473,251.94-	7,220,226.20-	53.6

Balance Sheet

Consolidated		Impact Fees Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	15,297,841.53	15,126,897.95	170,943.58	1.1
	Total Cash	15,297,841.53	15,126,897.95	170,943.58	1.1
	Total Current Assets	15,297,841.53	15,126,897.95	170,943.58	1.1
	Total Assets	15,297,841.53	15,126,897.95	170,943.58	1.1
LIABFBAL	Liabilities & Fund Equity				
FUNDBAL	Equity				
9900-0000	Fund Balance	15,141,988.15-	14,599,459.03-	542,529.12-	3.7
9950-0000	Current Year Net Change in Fund Balan	155,853.38-	527,438.92-	371,585.54	70.5-
	Total Equity	15,297,841.53-	15,126,897.95-	170,943.58-	1.1
	Total Liabilities & Fund Equit	15,297,841.53-	15,126,897.95-	170,943.58-	1.1

Balance Sheet

Consolidated		Working Capital Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	39,417,048.54	38,971,813.35	445,235.19	1.1
	Total Cash	39,417,048.54	38,971,813.35	445,235.19	1.1
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	169,770.00	952.00	168,818.00	17733.0
8192-0000	Property Taxes Receivable	2,024.00	1,909.00	115.00	6.0
	Total 110-122	171,794.00	2,861.00	168,933.00	5904.7
	Total Receivables	171,794.00	2,861.00	168,933.00	5904.7
	Total Current Assets	39,588,842.54	38,974,674.35	614,168.19	1.6
	Total Assets	39,588,842.54	38,974,674.35	614,168.19	1.6
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	168,212.00-	2,425.00-	165,787.00-	6836.6
	Total Current Liabilities	168,212.00-	2,425.00-	165,787.00-	6836.6
	Total Liabilities	168,212.00-	2,425.00-	165,787.00-	6836.6
FUNDBAL	Equity				
9900-0000	Fund Balance	39,016,513.83-	38,930,397.83-	86,116.00-	.2
9950-0000	Current Year Net Change in Fund Balan	404,116.71-	41,851.52-	362,265.19-	865.6
	Total Equity	39,420,630.54-	38,972,249.35-	448,381.19-	1.2
	Total Liabilities & Fund Equit	39,588,842.54-	38,974,674.35-	614,168.19-	1.6

Balance Sheet

Consolidated		Tort Immunity Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	293,946.44-	404,731.91-	110,785.47	27.4-
	Total Cash	293,946.44-	404,731.91-	110,785.47	27.4-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	3,428.00	18.00	3,410.00	18944.4
8192-0000	Property Taxes Receivable	1,013,599.00	956,208.00	57,391.00	6.0
	Total 110-122	1,017,027.00	956,226.00	60,801.00	6.4
	Total Receivables	1,017,027.00	956,226.00	60,801.00	6.4
	Total Current Assets	723,080.56	551,494.09	171,586.47	31.1
	Total Assets	723,080.56	551,494.09	171,586.47	31.1
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	1,016,953.00-	956,216.00-	60,737.00-	6.4
	Total Current Liabilities	1,016,953.00-	956,216.00-	60,737.00-	6.4
	Total Liabilities	1,016,953.00-	956,216.00-	60,737.00-	6.4
FUNDBAL	Equity				
9900-0000	Fund Balance	879,171.77-	735,243.61-	143,928.16-	19.6
9950-0000	Current Year Net Change in Fund Balan	1,173,044.21	1,139,965.52	33,078.69	2.9
	Total Equity	293,872.44	404,721.91	110,849.47-	27.4-
	Total Liabilities & Fund Equit	723,080.56-	551,494.09-	171,586.47-	31.1

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	14,271,878.44	66,109,149.00	21.59
1112-0000	First PR YR General Levy	33,691.64	0.00	0.00	42,658,851.22	61,864,248.00	68.96
1113-0000	Other PR YR General Levies	0.00	0.00	0.00	0.00	359,237.00-	0.00
1141-0000	CUR YR Special Education Levy	0.00	0.00	0.00	4,003,422.38	17,630,298.00	22.71
1142-0000	First PR YR Special Education	0.00	0.00	0.00	10,700,643.52	16,985,607.00	63.00
1195-0000	Property Tax Revenue Recapture	0.00	0.00	0.00	430.10	0.00	0.00
1311-0000	Tuition from Pupils or Parents	16,672.00	0.00	0.00	28,344.00	20,000.00	141.72
1321-0000	Summer School Tuition from Pup	0.00	0.00	0.00	0.00	617.00	0.00
1511-0000	Interest on Investments	127,299.02	0.00	0.00	1,131,690.80	869,428.00	130.16
1611-0000	Sales to Pupils - Lunch	104,941.14	0.00	0.00	666,222.88	2,890,000.00	23.05
1612-0000	Sales to Pupils - Breakfast	9,517.74	0.00	0.00	59,604.33	0.00	0.00
1613-0000	Sales to Pupils - A La Carte	49,882.68	0.00	0.00	416,078.60	0.00	0.00
1621-0000	Sales to Adults	3,676.94	0.00	0.00	23,026.68	0.00	0.00
1691-0000	Other Food Service Revenue	0.00	0.00	0.00	28,426.46	0.00	0.00
1726-0000	Musical Instrument Rental	0.00	0.00	0.00	50.00	419.00	11.93
1727-0000	Athletic Fees	19,236.04	0.00	0.00	244,541.09	421,000.00	58.09
1728-0000	Driver Education Behind the Wh	9,099.00	0.00	0.00	42,708.58	55,686.00	76.70
1729-0000	Flex PE Fees	4,550.00	0.00	0.00	20,589.62	21,722.00	94.79
1792-0000	Music Special Events	3,235.00	0.00	0.00	6,347.43	25,861.00	24.54
1793-0000	CTE Special Events	3,600.00	0.00	0.00	3,600.00	0.00	0.00
1811-0000	Regular Textbook Rental	18,454.63	0.00	0.00	137,446.73	300,000.00	45.82
1812-0000	Summer School Textbook Rental	293.07	0.00	0.00	1,891.50	10,135.00	18.66
1819-0000	Other Textbook Rental	291.07	0.00	0.00	2,953.70	11,732.00	25.18
1892-0000	Heart Rate Monitors Fee	450.00	0.00	0.00	3,032.00	2,522.00	120.22
1898-0000	Merchant Processing Fee	2,250.27	0.00	0.00	23,773.69	36,000.00	66.04
1921-0000	Contributions & Donations from	0.00	0.00	0.00	0.00	601.00	0.00
1941-0000	Technology E-Rate Revenue	0.00	0.00	0.00	192,381.42	0.00	0.00
1951-0000	Refund of PR YRs' Expenditiure	0.00	0.00	0.00	161,932.17	170,000.00	95.25
1990-0000	P-Card Inadvertent	209.02	0.00	0.00	754.05	1,500.00	50.27
1991-0000	Payment from Other LEAs	288.78	0.00	0.00	136,855.57	450,000.00	30.41
1995-0000	SEARS EDA	0.00	0.00	0.00	54,185.09	0.00	0.00
1997-0000	Revenue From Sale of Assets	0.00	0.00	0.00	14,134.00	0.00	0.00
1998-0000	Other Revenue-Athletics	0.00	0.00	0.00	0.00	80.00	0.00
1999-0000	Other Revenue-General	138,144.95	0.00	0.00	836,609.40	900,000.00	92.96
	Total Revenue from Local Sourc	545,782.99	0.00	0.00	75,872,405.45	168,417,368.00	45.05
STATE	Revenue from State Sources						
3001-0000	Evidence Based Funding (EBF)	6,127,482.00	0.00	0.00	42,892,374.00	67,402,295.00	63.64
3100-0000	Special Ed-Pvt Facility Tuitio	0.00	0.00	0.00	2,738,837.36	3,242,162.00	84.48
3120-0000	Special Ed-Orphanage Individua	0.00	0.00	0.00	374,089.97	124,038.00	301.59
3130-0000	Special Ed-Orphange Summer	0.00	0.00	0.00	17,439.00	15,483.00	112.63
3360-0000	State Free Lunch & Breakfast	0.00	0.00	0.00	16,195.35	0.00	0.00
3370-0000	Driver Education	0.00	0.00	0.00	75,813.21	101,608.00	74.61
3696-0000	Safe School Grant	3,226.93	0.00	0.00	420,269.47	51,172.00	821.29
3999-0000	ALOP ROE Revenue	192,622.62	0.00	0.00	1,218,295.70	2,072,000.00	58.80

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
STATE	Revenue from State Sources						
	Total Revenue from State Sourc	6,323,331.55	0.00	0.00	47,753,314.06	73,008,758.00	65.41
FEDERAL	Revenue from Federal Sources						
4210-0000	National School Lunch Program	446,767.18	0.00	0.00	3,181,734.01	0.00	0.00
4211-0000	NSLP Supply Chain Assistance	0.00	0.00	0.00	657,326.58	0.00	0.00
4220-0000	School Breakfast Program	125,981.29	0.00	0.00	843,942.56	0.00	0.00
4225-0000	Summer Food Program	0.00	0.00	0.00	67,716.14	6,915,049.00	.98
4226-0000	Child & Adult Food Care Progr	0.00	0.00	0.00	121,515.27	0.00	0.00
4240-0000	Fresh Fruit and Veg. Program	6,220.37	0.00	0.00	15,585.29	26,137.00	59.63
4625-0000	Special Ed-IDEA Room & Board	0.00	0.00	0.00	538,159.91	178,992.00	300.66
4950-0000	Dept of Rehab Svcs	17,950.00	0.00	0.00	40,975.00	33,000.00	124.17
4991-0000	Medicaid Admin Outreach	0.00	0.00	0.00	336,780.60	1,200,000.00	28.07
4992-0000	Medicaid FFS	0.00	0.00	0.00	1,312,357.42	2,400,000.00	54.68
	Total Revenue from Federal Sou	596,918.84	0.00	0.00	7,116,092.78	10,753,178.00	66.18
	Total Revenue	7,466,033.38	0.00	0.00	130,741,812.29	252,179,304.00	51.84
EXPENSE	Expense						
100	Salaries						
111-0000	Certified Administrator	832,578.78	0.00	0.00	7,574,256.34	11,533,195.00	65.67
112-0000	Certified Directors/Superviors	347,843.18	0.00	0.00	3,084,320.91	4,293,787.00	71.83
113-0000	Certified Teachers	7,359,000.48	0.00	0.00	52,459,096.02	99,760,636.00	52.58
114-0000	Other Certified	949,048.92	0.00	0.00	6,794,073.01	13,237,722.00	51.32
115-0000	Non-Certified Supervision/Head	233,089.74	0.00	0.00	1,993,395.69	2,786,053.00	71.55
116-0000	Non-Certified Sec/Spec	564,495.16	0.00	0.00	4,592,099.19	7,398,365.00	62.07
117-0000	Non-Certified Paras/Custodial	681,633.93	0.00	0.00	4,868,009.19	8,995,140.00	54.12
118-0000	Other Non-Certified	140,078.90	0.00	0.00	718,426.72	984,271.00	72.99
119-0000	Other	121,890.61	0.00	0.00	775,296.56	1,335,386.00	58.06
121-0000	Substitute-Teacher	171,633.80	0.00	0.00	1,215,541.83	1,477,727.00	82.26
122-0000	Substitute-Paraprofessionals	2,070.00	0.00	0.00	64,825.00	209,720.00	30.91
123-0000	Substitute-Conferences	4,930.00	0.00	0.00	46,087.00	327,529.00	14.07
132-0000	1.5 Overtime	14,915.10	0.00	0.00	115,166.69	98,256.00	117.21
133-0000	2.0 Overtime	291.26	0.00	0.00	1,988.82	3,985.00	49.91
134-0000	Subs-Conferences/Prof Develop	3,600.00	0.00	0.00	21,530.00	0.00	0.00
135-0000	Long Term Certified Subs	46,440.00	0.00	0.00	496,405.94	854,607.00	58.09
138-0000	Subs-Grants	0.00	0.00	0.00	545.00	0.00	0.00
143-0000	Overload	0.00	0.00	0.00	182,910.34	314,579.00	58.14
147-0000	Officials- IHSA D300 Employees	240.00	0.00	0.00	301.00	0.00	0.00
148-0000	Extra Pay-Non-Certified	9,541.59	0.00	0.00	195,838.07	107,677.00	181.88
149-0000	Extra Pay-Certified	89,395.18	0.00	0.00	3,248,511.53	4,624,499.00	70.25
161-0000	Mileage Stipend	14,030.96	0.00	0.00	126,015.95	182,051.00	69.22
	Total Salaries	11,586,747.59	0.00	0.00	88,574,640.80	158,525,185.00	55.87
200	Employee Benefits						

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	706,104.75	0.00	0.00	5,268,711.70	9,809,769.00	53.71
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	389.16-	125,543.00	.31-
215-0000	One-Time TRS Early Retirement	0.00	0.00	0.00	47,416.35	52,499.00	90.32
218-0000	THIS Fund Employer Contributio	81,660.16	0.00	0.00	630,724.05	1,150,571.00	54.82
221-0000	Life Insurance	6,835.56	0.00	0.00	50,280.52	91,455.00	54.98
222-0000	Medical Insurance	1,840,178.18	0.00	0.00	11,437,811.38	21,743,035.00	52.60
223-0000	Dental Insurance	95,269.28	0.00	0.00	584,727.35	1,067,264.00	54.79
224-0000	Vision Insurance	18,666.33	0.00	0.00	114,527.48	249,756.00	45.86
225-0000	Disability Insurance	1,820.90	0.00	0.00	16,161.90	22,484.00	71.88
226-0000	HRA/HSA Board Contributions	321,897.69-	0.00	0.00	892,719.38	1,259,978.00	70.85
227-0000	403b/457 Contribution	17,558.61	0.00	0.00	17,558.61	0.00	0.00
231-0000	Certified Tuition Reimbursemen	0.00	0.00	0.00	36,798.70	104,998.00	35.05
232-0000	DESA Tuition Reimbursement	774.00	0.00	0.00	774.00	2,100.00	36.86
233-0000	DESPA Tuition Reimbursement	0.00	0.00	0.00	1,032.00	0.00	0.00
234-0000	Non-Union Tuition Reimbursemen	0.00	0.00	0.00	0.00	2,100.00	0.00
235-0000	Admin Tuition Reimbursement	0.00	0.00	0.00	6,000.00	52,499.00	11.43
236-0000	Admin Relocation Reimbursement	0.00	0.00	0.00	0.00	3,150.00	0.00
	Total Employee Benefits	2,446,970.08	0.00	0.00	19,104,854.26	35,737,201.00	53.46
300	Purchased Services						
310-0000	Professional Services-Instruct	461,503.95	0.00	0.00	461,503.95	0.00	0.00
311-0000	Professional Services-Administ	53,890.80	0.00	0.00	341,915.82	703,113.00	48.63
312-0000	Staff Development-On Site	259.00	0.00	0.00	30,403.50	59,935.00	50.73
313-0000	Staff Development	11,956.65	0.00	0.00	73,241.51	209,860.00	34.90
314-0000	Professional Services-Instruct	154,154.31-	0.00	0.00	253,332.96	564,842.00	44.85
315-0000	Food-Contracted	10,844.72	0.00	0.00	110,605.90	123,815.00	89.33
316-0000	Charter School Payment	2,448,646.92	0.00	0.00	6,168,441.01	8,102,852.00	76.13
317-0000	Audit/Financial Services	6,050.00	0.00	0.00	55,075.00	58,000.00	94.96
318-0000	Legal Services	8,831.79	0.00	0.00	72,550.14	350,000.00	20.73
319-0000	Other Professional & Technical	264,641.59	0.00	0.00	1,012,479.41	3,768,434.00	26.87
321-0000	Sanitation Services	0.00	0.00	0.00	0.00	1,000.00	0.00
323-0000	Repair & Maintenance	23,731.53	0.00	0.00	243,220.05	395,095.00	61.56
325-0000	Rentals	12,586.88	0.00	0.00	164,912.31	231,680.00	71.18
327-0000	Computer Maintenance	0.00	0.00	0.00	2.57	732.00	.35
331-0000	Pupil Transportation-General	0.00	0.00	0.00	4,933.37	0.00	0.00
333-0000	District Travel	35,018.47	0.00	0.00	116,779.74	286,534.00	40.76
334-0000	Professional Meetings	1,218.00	0.00	0.00	4,341.90	36,050.00	12.04
336-0000	Pupil Transportation-Field Tri	8,513.60	0.00	0.00	22,471.61	26,988.00	83.27
338-0000	Pupil Transportation - Athleti	4,347.46	0.00	0.00	5,243.16	0.00	0.00
339-0000	Other Transporation Services	0.00	0.00	0.00	903.86	6,259.00	14.44
341-0000	Postage & Shipping Charges	64.10	0.00	0.00	15,717.93	61,185.00	25.69
342-0000	Telephone-Local	17,765.94	0.00	0.00	163,261.36	195,249.00	83.62
346-0000	Telephone - WAN and Internet	31,155.26	0.00	0.00	197,517.22	302,637.00	65.27
347-0000	Telephone-Cellular	31,951.60	0.00	0.00	127,809.63	110,902.00	115.25
351-0000	Recruiting	1,800.00	0.00	0.00	9,467.00	14,300.00	66.20
352-0000	Legal Notices	377.20	0.00	0.00	5,510.06	25,500.00	21.61

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
361-0000	Printing & Binding	2,470.13	0.00	0.00	44,824.42	84,543.00	53.02
385-0000	Unemployment Insurance	413.14	0.00	0.00	95,835.34	35,000.00	273.82
391-0000	Officials-IHSA Sponsored	18,298.50	0.00	0.00	179,424.48	175,661.00	102.14
392-0000	License & Registrations	228.50-	0.00	0.00	3,128.97	2,400.00	130.37
393-0000	Investigations	880.00	0.00	0.00	13,460.00	0.00	0.00
395-0000	Management Fees	648,490.92	0.00	0.00	3,972,031.06	8,300,000.00	47.86
397-0000	Software Licensing	67,379.36	0.00	0.00	3,429,784.32	3,240,386.00	105.84
398-0000	Banking/Credit Card Fees	7,444.37	0.00	0.00	55,398.46	141,100.00	39.26
	Total Purchased Services	4,026,149.07	0.00	0.00	17,455,528.02	27,614,052.00	63.21
400	Supplies & Materials						
411-0000	Supplies-General	177,897.27	0.00	0.00	1,768,368.06	2,215,919.00	79.80
412-0000	Supplies-Testing Materials	64,128.60	0.00	0.00	115,116.60	237,900.00	48.39
415-0000	Supplies-Computer	463.21	0.00	0.00	11,302.04	31,815.00	35.52
416-0000	Supplies-Athletic Fields	0.00	0.00	0.00	251.64	0.00	0.00
417-0000	Supplies-Uniform	22,191.99	0.00	0.00	166,713.92	87,850.00	189.77
421-0000	Textbooks- Approved Standard	0.00	0.00	0.00	121,809.26	2,200.00	5536.78
422-0000	Textbooks-Consumables	0.00	0.00	0.00	27,924.69	10,616.00	263.04
424-0000	Textbooks-Suppl/Innovation Mat	3,702.56	0.00	0.00	98,116.08	15,200.00	645.50
425-0000	Textbooks-Approved Standard El	3,965.75-	0.00	0.00	43,376.40	1,648,919.00	2.63
431-0000	Library Books	11,060.09	0.00	0.00	64,205.74	95,400.00	67.30
441-0000	Periodicals	6,053.00	0.00	0.00	16,064.56	30,950.00	51.90
464-0000	Gasoline	142.12	0.00	0.00	4,920.51	6,700.00	73.44
471-0000	System Software	0.00	0.00	0.00	1,311.28	105,701.00	1.24
472-0000	Instructional Software	0.00	0.00	0.00	3,644.25	80,393.00	4.53
481-0000	Equipment < $500	24,917.40	0.00	0.00	174,986.81	77,564.00	225.60
482-0000	Parts-Transportation	451.56	0.00	0.00	1,333.76	2,800.00	47.63
484-0000	Computer Related Equip < $500	57,407.55	0.00	0.00	219,711.86	118,150.00	185.96
491-0000	Mat & Sup-Shipping	0.00	0.00	0.00	70.87	2,642.00	2.68
	Total Supplies & Materials	364,449.60	0.00	0.00	2,839,228.33	4,770,719.00	59.51
500	Capital Outlay						
541-0000	Equipment	7,858.05	0.00	0.00	235,054.93	88,559.00	265.42
545-0000	Computer Equipment > $5000	714.90	0.00	0.00	1,061.82	0.00	0.00
546-0000	Software	0.00	0.00	0.00	0.00	41,967.00	0.00
	Total Capital Outlay	8,572.95	0.00	0.00	236,116.75	130,526.00	180.90
600	Other Objects						
641-0000	Dues & Fees	21,269.14	0.00	0.00	223,747.08	268,939.00	83.20
651-0000	Judgments/Claims	25,000.00	0.00	0.00	31,473.73	0.00	0.00
671-0000	Private Facility Tuition	463,250.96	0.00	0.00	4,298,331.67	9,877,270.00	43.52
672-0000	Room and Board	40,798.35	0.00	0.00	389,547.62	632,080.00	61.63
673-0000	General Tuition	174,742.77	0.00	0.00	239,116.07	594,195.00	40.24
691-0000	Miscellaneous Objects	575.09	0.00	0.00	7,017.41	95,272.00	7.37

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
600	Other Objects						
	Total Other Objects	725,636.31	0.00	0.00	5,189,233.58	11,467,756.00	45.25
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	73,770.22	0.00	0.00	1,536,825.70	845,213.00	181.83
755-0000	Computer Equipment < $5000	8,682.09	0.00	0.00	1,811,114.55	3,637,450.00	49.79
757-0000	Network Equipment < $5000	0.00	0.00	0.00	147,768.09	148,270.00	99.66
	Total Capital Outlay - Capita	82,452.31	0.00	0.00	3,495,708.34	4,630,933.00	75.49
902-0000	Handling Fees (PO)	211.30-	0.00	0.00	234.75-	0.00	0.00
	Total System Accounts	82,241.01	0.00	0.00	3,495,473.59	4,630,933.00	75.48
	Total Expense	19,240,766.61	0.00	0.00	136,895,075.33	242,876,372.00	56.36
	Total Net Change in Fund Balan	11,774,733.23-	0.00	0.00	6,153,263.04-	9,302,932.00	66.14-

Income Statement

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1511-0000	Interest on Investments	3,366.67-	0.00	0.00	0.00	33,372.00	0.00
1921-0000	Contributions & Donations from	0.00	0.00	0.00	19,000.00	2,500.00	760.00
1922-0000	Foundation Donations	0.00	0.00	0.00	2,200.00	11,000.00	20.00
1999-0000	Other Revenue-General	0.00	0.00	0.00	0.00	5,977.00	0.00
	Total Revenue from Local Sourc	3,366.67-	0.00	0.00	21,200.00	52,849.00	40.11
STATE	Revenue from State Sources						
3220-0000	Voc Ed School Improvement	13,364.00	0.00	0.00	194,757.00	240,077.00	81.12
3275-0000	Voc Ed Elem Career	0.00	0.00	0.00	13,121.00	13,837.00	94.83
3621-0000	School Library	0.00	0.00	0.00	0.00	25,534.00	0.00
3705-0000	Early Childhood-State PreK	180,152.00	0.00	0.00	1,067,735.00	1,581,831.00	67.50
3706-0000	Early Childhood-Prevention	30,215.00	0.00	0.00	181,297.00	630,372.00	28.76
3707-0000	Early Childhood-PreSchool For	71,921.00	0.00	0.00	431,528.00	791,133.00	54.55
3992-0000	After School Program Grant	1,148.00-	0.00	0.00	27,702.00	101,531.00	27.28
	Total Revenue from State Sourc	294,504.00	0.00	0.00	1,916,140.00	3,384,315.00	56.62
FEDERAL	Revenue from Federal Sources						
4300-0000	Title I-Low Income	141,087.00	0.00	0.00	1,793,344.00	2,740,479.00	65.44
4400-0000	Title IV-Safe & Drug Free Scho	0.00	0.00	0.00	83,576.00	192,747.00	43.36
4600-0000	Special Ed-Preschool Flow Thro	168.00	0.00	0.00	56,938.00	102,605.00	55.49
4620-0000	Special Ed-IDEA Flow Through	2,839.00	0.00	0.00	2,661,266.00	4,363,666.00	60.99
4745-0000	Perkins-III	8,183.00	0.00	0.00	89,789.00	122,689.00	73.18
4909-0000	LIPLEPS-III	0.00	0.00	0.00	220,238.00	300,560.00	73.28
4932-0000	Title II-Teacher Quality	14,258.00	0.00	0.00	437,299.00	377,577.00	115.82
4944-0000	McKinney-Vento Homeless	0.00	0.00	0.00	16,211.00	0.00	0.00
4988-0000	IDEA ARP PreK Grant	1,611.00	0.00	0.00	1,611.00	0.00	0.00
4989-0000	IDEA ARP Grant	8,667.00	0.00	0.00	34,106.00	0.00	0.00
4990-0000	Early Childhood K-1st Jump Sta	0.00	0.00	0.00	40,585.00	0.00	0.00
4991-0000	Medicaid Admin Outreach	0.00	0.00	0.00	0.00	100,000.00	0.00
4998-0000	Other Federal Revenues	0.00	0.00	0.00	0.00	1,250,961.00	0.00
	Total Revenue from Federal Sou	176,813.00	0.00	0.00	5,434,963.00	9,551,284.00	56.90
	Total Revenue	467,950.33	0.00	0.00	7,372,303.00	12,988,448.00	56.76
EXPENSE	Expense						
100	Salaries						
112-0000	Certified Directors/Superviors	0.00	0.00	0.00	0.00	161,255.00	0.00
113-0000	Certified Teachers	290,656.34	0.00	0.00	1,221,337.36	2,522,002.00	48.43
114-0000	Other Certified	4,733.92	0.00	0.00	33,137.44	1,036,656.00	3.20
116-0000	Non-Certified Sec/Spec	4,834.16	0.00	0.00	46,162.50	0.00	0.00
117-0000	Non-Certified Paras/Custodial	177,366.48	0.00	0.00	367,890.02	202,806.00	181.40

Income Statement

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
100	Salaries						
118-0000	Other Non-Certified	87,914.33	0.00	0.00	805,908.82	1,074,870.00	74.98
132-0000	1.5 Overtime	33.70	0.00	0.00	309.24	0.00	0.00
138-0000	Subs-Grants	1,530.00	0.00	0.00	37,635.00	0.00	0.00
148-0000	Extra Pay-Non-Certified	0.00	0.00	0.00	1,210.00	3,637.00	33.27
149-0000	Extra Pay-Certified	10,340.00	0.00	0.00	325,223.00	1,095,393.00	29.69
	Total Salaries	577,408.93	0.00	0.00	2,838,813.38	6,096,619.00	46.56
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	20,577.07	0.00	0.00	89,683.18	307,316.00	29.18
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	0.00	16,831.00	0.00
213-0000	Federal Insurance Contribution	0.00	0.00	0.00	0.00	73,386.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	1.41-	41,492.00	0.00
217-0000	TRS Federal Contribution	28,750.83	0.00	0.00	306,323.17	305,146.00	100.39
218-0000	THIS Fund Employer Contributio	2,173.12	0.00	0.00	11,238.50	38,463.00	29.22
221-0000	Life Insurance	286.57	0.00	0.00	1,157.87	57,251.00	2.02
222-0000	Medical Insurance	80,306.99	0.00	0.00	346,465.67	527,321.00	65.70
223-0000	Dental Insurance	6,385.28	0.00	0.00	23,593.47	150,528.00	15.67
224-0000	Vision Insurance	1,319.84	0.00	0.00	4,819.64	57,251.00	8.42
226-0000	HRA/HSA Board Contributions	0.00	0.00	0.00	2,375.00	0.00	0.00
	Total Employee Benefits	139,799.70	0.00	0.00	785,655.09	1,574,985.00	49.88
300	Purchased Services						
312-0000	Staff Development-On Site	15,600.00	0.00	0.00	84,422.46	0.00	0.00
313-0000	Staff Development	1,380.00	0.00	0.00	5,876.25	329,650.00	1.78
314-0000	Professional Services-Instruct	963,204.35	0.00	0.00	3,082,673.38	120,457.00	2559.15
315-0000	Food-Contracted	2,671.72	0.00	0.00	30,379.22	0.00	0.00
319-0000	Other Professional & Technical	25,738.00	0.00	0.00	76,537.92	3,111,868.00	2.46
323-0000	Repair & Maintenance	0.00	0.00	0.00	400.00	3,000.00	13.33
327-0000	Computer Maintenance	0.00	0.00	0.00	504.00	0.00	0.00
331-0000	Pupil Transportation-General	0.00	0.00	0.00	1,168.60	81,258.00	1.44
333-0000	District Travel	981.72	0.00	0.00	10,012.41	0.00	0.00
334-0000	Professional Meetings	8,251.57	0.00	0.00	63,942.29	732,517.00	8.73
336-0000	Pupil Transportation-Field Tri	5,951.42	0.00	0.00	25,979.96	0.00	0.00
361-0000	Printing & Binding	0.00	0.00	0.00	840.00	0.00	0.00
397-0000	Software Licensing	17,736.00	0.00	0.00	343,035.13	56,410.00	608.11
399-0000	Other Purchased Services	0.00	0.00	0.00	14,484.80	0.00	0.00
	Total Purchased Services	1,041,514.78	0.00	0.00	3,740,256.42	4,435,160.00	84.33
400	Supplies & Materials						
411-0000	Supplies-General	34,666.43	0.00	0.00	257,887.15	575,737.00	44.79
412-0000	Supplies-Testing Materials	1,160.50	0.00	0.00	1,367.56	0.00	0.00
415-0000	Supplies-Computer	0.00	0.00	0.00	6,846.18	0.00	0.00
422-0000	Textbooks-Consumables	0.00	0.00	0.00	56,585.05	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	0.00	0.00	0.00	18,706.91	0.00	0.00

Income Statement

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
400	Supplies & Materials						
431-0000	Library Books	3,061.22	0.00	0.00	12,731.70	16,857.00	75.53
472-0000	Instructional Software	0.00	0.00	0.00	1,890.00	0.00	0.00
481-0000	Equipment < $500	9,308.19	0.00	0.00	24,317.01	0.00	0.00
484-0000	Computer Related Equip < $500	3,974.70	0.00	0.00	5,581.40	0.00	0.00
	Total Supplies & Materials	52,171.04	0.00	0.00	385,912.96	592,594.00	65.12
500	Capital Outlay						
541-0000	Equipment	21,896.54	0.00	0.00	103,887.50	0.00	0.00
545-0000	Computer Equipment > $5000	0.00	0.00	0.00	0.00	118,135.00	0.00
	Total Capital Outlay	21,896.54	0.00	0.00	103,887.50	118,135.00	87.94
600	Other Objects						
641-0000	Dues & Fees	350.00	0.00	0.00	51,620.44	47,250.00	109.25
	Total Other Objects	350.00	0.00	0.00	51,620.44	47,250.00	109.25
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	34,993.97	0.00	0.00	113,644.25	123,705.00	91.87
755-0000	Computer Equipment < $5000	2,195.10	0.00	0.00	61,577.28	0.00	0.00
	Total Capital Outlay - Capita	37,189.07	0.00	0.00	175,221.53	123,705.00	141.64
902-0000	Handling Fees (PO)	28.80-	0.00	0.00	28.80-	0.00	0.00
	Total System Accounts	37,160.27	0.00	0.00	175,192.73	123,705.00	141.62
	Total Expense	1,870,301.26	0.00	0.00	8,081,338.52	12,988,448.00	62.22
	Total Net Change in Fund Balan	1,402,350.93-	0.00	0.00	709,035.52-	0.00	0.00

Income Statement

Consolidated		Covid 19 Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
FEDERAL	Revenue from Federal Sources						
4942-0000	ESSER II	172,988.00	0.00	0.00	1,468,746.00	1,689,945.00	86.91
4943-0000	ESSER III	430,795.00	0.00	0.00	2,480,036.00	4,229,047.00	58.64
4997-0000	ESSER I	0.00	0.00	0.00	50,191.00	0.00	0.00
	Total Revenue from Federal Sou	603,783.00	0.00	0.00	3,998,973.00	5,918,992.00	67.56
	Total Revenue	603,783.00	0.00	0.00	3,998,973.00	5,918,992.00	67.56
EXPENSE	Expense						
100	Salaries						
113-0000	Certified Teachers	197,947.28	0.00	0.00	1,377,593.00	1,785,932.00	77.14
114-0000	Other Certified	0.00	0.00	0.00	0.00	185,229.00	0.00
116-0000	Non-Certified Sec/Spec	0.00	0.00	0.00	59,537.82	0.00	0.00
117-0000	Non-Certified Paras/Custodial	3,961.38	0.00	0.00	18,343.20	534,066.00	3.43
118-0000	Other Non-Certified	0.00	0.00	0.00	143,764.02	0.00	0.00
132-0000	1.5 Overtime	0.00	0.00	0.00	1,610.60	0.00	0.00
143-0000	Overload	0.00	0.00	0.00	1,090.71-	257,529.00	.42-
148-0000	Extra Pay-Non-Certified	0.00	0.00	0.00	993.75	0.00	0.00
149-0000	Extra Pay-Certified	6,530.00	0.00	0.00	235,016.85	1,019,612.00	23.05
	Total Salaries	208,438.66	0.00	0.00	1,835,768.53	3,782,368.00	48.53
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	12,325.45	0.00	0.00	87,954.44	145,750.00	60.35
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	0.00	22,584.00	0.00
213-0000	Federal Insurance Contribution	0.00	0.00	0.00	0.00	15,866.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	0.00	9,443.00	0.00
217-0000	TRS Federal Contribution	0.00	0.00	0.00	0.00	265,390.00	0.00
218-0000	THIS Fund Employer Contributio	1,298.37	0.00	0.00	10,380.69	10,918.00	95.08
221-0000	Life Insurance	74.52	0.00	0.00	736.46	3,785.00	19.46
222-0000	Medical Insurance	25,734.44	0.00	0.00	206,399.16	773,793.00	26.67
223-0000	Dental Insurance	1,259.20	0.00	0.00	8,677.09	9,477.00	91.56
224-0000	Vision Insurance	256.32	0.00	0.00	1,824.74	3,785.00	48.21
226-0000	HRA/HSA Board Contributions	0.00	0.00	0.00	14,238.34	0.00	0.00
	Total Employee Benefits	40,948.30	0.00	0.00	330,210.92	1,260,791.00	26.19
300	Purchased Services						
314-0000	Professional Services-Instruct	81,094.56	0.00	0.00	81,094.56	0.00	0.00
319-0000	Other Professional & Technical	20,194.76	0.00	0.00	35,557.76	0.00	0.00
321-0000	Sanitation Services	0.00	0.00	0.00	1,995.00	0.00	0.00
325-0000	Rentals	7,678.09	0.00	0.00	61,424.72	417,500.00	14.71
331-0000	Pupil Transportation-General	0.00	0.00	0.00	47,511.68	0.00	0.00

Income Statement

Consolidated		Covid 19 Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
	Total Purchased Services	108,967.41	0.00	0.00	227,583.72	417,500.00	54.51
400	Supplies & Materials						
411-0000	Supplies-General	0.00	0.00	0.00	624.11	283,333.00	.22
	Total Supplies & Materials	0.00	0.00	0.00	624.11	283,333.00	.22
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	0.00	0.00	0.00	0.00	175,000.00	0.00
	Total Capital Outlay - Capita	0.00	0.00	0.00	0.00	175,000.00	0.00
	Total System Accounts	0.00	0.00	0.00	0.00	175,000.00	0.00
	Total Expense	358,354.37	0.00	0.00	2,394,187.28	5,918,992.00	40.45
	Total Net Change in Fund Balan	245,428.63	0.00	0.00	1,604,785.72	0.00	0.00

Income Statement

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	3,753,203.98	12,774,127.00	29.38
1112-0000	First PR YR General Levy	0.00	0.00	0.00	10,031,825.99	12,028,238.00	83.40
1390-0000	Transition Fees	7,279.36	0.00	0.00	247,498.24	340,051.00	72.78
1511-0000	Interest on Investments	15,634.46	0.00	0.00	134,069.40	8,600.00	1558.95
1791-0000	Parking Permits	2,424.36	0.00	0.00	155,216.06	162,156.00	95.72
1910-0000	Building Rental	106.25-	0.00	0.00	27,792.50	69,244.00	40.14
1951-0000	Refund of PR YRs' Expenditiure	0.00	0.00	0.00	17,118.63	1,613.00	1061.29
1997-0000	Revenue From Sale of Assets	20,099.05	0.00	0.00	59,846.19	89,796.00	66.65
1999-0000	Other Revenue-General	7,818.43	0.00	0.00	97,044.17	340,000.00	28.54
	Total Revenue from Local Sourc	53,149.41	0.00	0.00	14,523,615.16	25,813,825.00	56.26
	Total Revenue	53,149.41	0.00	0.00	14,523,615.16	25,813,825.00	56.26
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	165,862.85	0.00	0.00	1,395,247.83	2,118,498.00	65.86
116-0000	Non-Certified Sec/Spec	3,782.30	0.00	0.00	32,846.96	52,915.00	62.07
117-0000	Non-Certified Paras/Custodial	457,487.96	0.00	0.00	3,835,897.75	6,867,604.00	55.85
118-0000	Other Non-Certified	0.00	0.00	0.00	1,228.37-	0.00	0.00
119-0000	Other	10,068.78	0.00	0.00	103,100.66	227,452.00	45.33
132-0000	1.5 Overtime	34,778.58	0.00	0.00	229,360.85	211,531.00	108.43
133-0000	2.0 Overtime	16,724.70	0.00	0.00	63,091.84	31,507.00	200.25
161-0000	Mileage Stipend	355.56	0.00	0.00	3,199.98	7,755.00	41.26
	Total Salaries	689,060.73	0.00	0.00	5,661,517.50	9,517,262.00	59.49
200	Employee Benefits						
221-0000	Life Insurance	407.90	0.00	0.00	3,496.28	4,283.00	81.63
222-0000	Medical Insurance	111,077.09	0.00	0.00	884,352.15	1,522,548.00	58.08
223-0000	Dental Insurance	5,942.93	0.00	0.00	46,857.61	78,823.00	59.45
224-0000	Vision Insurance	1,208.58	0.00	0.00	9,420.08	18,603.00	50.64
225-0000	Disability Insurance	51.36	0.00	0.00	359.28	509.00	70.59
	Total Employee Benefits	118,687.86	0.00	0.00	944,485.40	1,624,766.00	58.13
300	Purchased Services						
312-0000	Staff Development-On Site	0.00	0.00	0.00	1,050.00	0.00	0.00
313-0000	Staff Development	0.00	0.00	0.00	0.00	5,200.00	0.00
315-0000	Food-Contracted	1,319.00	0.00	0.00	6,092.95	5,200.00	117.17
319-0000	Other Professional & Technical	508,267.17	0.00	0.00	690,017.23	1,383,500.00	49.87
321-0000	Sanitation Services	19,264.57	0.00	0.00	116,767.41	182,522.00	63.97
322-0000	Cleaning Services	0.00	0.00	0.00	16,395.53	0.00	0.00
323-0000	Repair & Maintenance	111,020.55	0.00	0.00	716,514.89	381,509.00	187.81

Income Statement

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
325-0000	Rentals	15,608.32	0.00	0.00	174,290.14	270,140.00	64.52
326-0000	Alarm System Services	2,180.00	0.00	0.00	59,172.98	104,000.00	56.90
333-0000	District Travel	0.00	0.00	0.00	3,043.77	0.00	0.00
347-0000	Telephone-Cellular	0.00	0.00	0.00	1,720.80	2,600.00	66.18
353-0000	License & Registration	0.00	0.00	0.00	0.00	52.00	0.00
362-0000	Repair & Maint-Life Safety	0.00	0.00	0.00	348.50	0.00	0.00
363-0000	Repair & Maint-Equip Elec	0.00	0.00	0.00	12,132.30	42,120.00	28.80
364-0000	Repair & Maint-Finishing Matl	4,552.50	0.00	0.00	19,386.70	15,600.00	124.27
365-0000	Repair & Maint-Plumbing	12,762.96	0.00	0.00	25,887.50	72,800.00	35.56
366-0000	Repair & Maint-Roofing	30,463.88	0.00	0.00	69,386.22	79,040.00	87.79
367-0000	Repair & Maint-HVAC	47,032.35	0.00	0.00	262,377.19	371,280.00	70.67
368-0000	Repair & Maint-Snowplowing	218,699.00	0.00	0.00	343,427.00	624,000.00	55.04
371-0000	Water/Sewer Services	8,210.29	0.00	0.00	180,857.17	282,105.00	64.11
385-0000	Unemployment Insurance	73.61	0.00	0.00	3,058.40	7,280.00	42.01
392-0000	License & Registrations	0.00	0.00	0.00	584.00	1,560.00	37.44
397-0000	Software Licensing	0.00	0.00	0.00	18,997.92	96,540.00	19.68
399-0000	Other Purchased Services	0.00	0.00	0.00	243.01	0.00	0.00
	Total Purchased Services	979,454.20	0.00	0.00	2,721,751.61	3,927,048.00	69.31
400	Supplies & Materials						
411-0000	Supplies-General	94,881.72	0.00	0.00	640,046.41	920,624.00	69.52
415-0000	Supplies-Computer	294.99	0.00	0.00	1,101.84	1,000.00	110.18
416-0000	Supplies-Athletic Fields	1,314.44	0.00	0.00	24,418.95	43,160.00	56.58
417-0000	Supplies-Uniform	1,494.09	0.00	0.00	45,520.31	44,720.00	101.79
418-0000	Supplies-B&G Schools	0.00	0.00	0.00	0.00	72,800.00	0.00
464-0000	Gasoline	1,039.06	0.00	0.00	51,850.14	38,480.00	134.75
465-0000	Natural Gas	172,099.26	0.00	0.00	530,449.02	528,627.00	100.34
466-0000	Electricity	294,505.25	0.00	0.00	1,324,393.52	3,376,059.00	39.23
481-0000	Equipment < $500	7,566.73	0.00	0.00	32,604.65	30,160.00	108.11
482-0000	Parts-Transportation	0.00	0.00	0.00	160.00	17,680.00	.90
485-0000	Supplies - Air Filters	0.00	0.00	0.00	28,048.43	54,184.00	51.77
486-0000	Supplies - Mop Heads Towels Ma	16,446.23	0.00	0.00	113,750.30	34,216.00	332.45
491-0000	Mat & Sup-Shipping	1,140.48-	0.00	0.00	1,158.48-	0.00	0.00
493-0000	Supplies-Equip Elec	2,930.08	0.00	0.00	46,382.11	197,600.00	23.47
494-0000	Supplies-Finishing Matl	8,788.47	0.00	0.00	178,742.99	263,640.00	67.80
495-0000	Supplies-Plumbing	9,742.56	0.00	0.00	88,644.92	76,960.00	115.18
496-0000	Supplies-Roofing	0.00	0.00	0.00	0.00	12,480.00	0.00
497-0000	Supplies-HVAC	21,431.88	0.00	0.00	206,673.06	312,000.00	66.24
498-0000	Supplies-Bagged Salt	0.00	0.00	0.00	0.00	31,200.00	0.00
499-0000	Supplies-Bulk Salt	0.00	0.00	0.00	0.00	46,800.00	0.00
	Total Supplies & Materials	631,394.28	0.00	0.00	3,311,628.17	6,102,390.00	54.27
500	Capital Outlay						
521-0000	Buildings	3,600.06	0.00	0.00	233,953.62	300,000.00	77.98
531-0000	Improvements Other than Buildi	0.00	0.00	0.00	6,865.08	0.00	0.00

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
500	Capital Outlay						
541-0000	Equipment	19,942.69	0.00	0.00	194,076.93	561,610.00	34.56
545-0000	Computer Equipment > $5000	0.00	0.00	0.00	0.00	35,000.00	0.00
	Total Capital Outlay	23,542.75	0.00	0.00	434,895.63	896,610.00	48.50
600	Other Objects						
641-0000	Dues & Fees	305.00	0.00	0.00	505.00	9,000.00	5.61
651-0000	Judgments/Claims	0.00	0.00	0.00	4,789.55	0.00	0.00
	Total Other Objects	305.00	0.00	0.00	5,294.55	9,000.00	58.83
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	13,713.93	0.00	0.00	157,683.50	268,108.00	58.81
755-0000	Computer Equipment < $5000	0.00	0.00	0.00	600.00	1,000.00	60.00
	Total Capital Outlay - Capita	13,713.93	0.00	0.00	158,283.50	269,108.00	58.82
	Total System Accounts	13,713.93	0.00	0.00	158,283.50	269,108.00	58.82
	Total Expense	2,456,158.75	0.00	0.00	13,237,856.36	22,346,184.00	59.24
	Total Net Change in Fund Balan	2,403,009.34-	0.00	0.00	1,285,758.80	3,467,641.00	37.08

Income Statement

Consolidated Bond & Interest Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	3,416,463.31	13,545,405.00	25.22
1112-0000	First PR YR General Levy	0.00	0.00	0.00	9,205,355.30	13,370,207.00	68.85
1511-0000	Interest on Investments	16,637.49	0.00	0.00	316,472.01	16,500.00	1918.01
1999-0000	Other Revenue-General	0.00	0.00	0.00	424,759.40	0.00	0.00
	Total Revenue from Local Sourc	16,637.49	0.00	0.00	13,363,050.02	26,932,112.00	49.62
	Total Revenue	16,637.49	0.00	0.00	13,363,050.02	26,932,112.00	49.62
EXPENSE	Expense						
300	Purchased Services						
319-0000	Other Professional & Technical	0.00	0.00	0.00	5,704.17	20,000.00	28.52
398-0000	Banking/Credit Card Fees	1.75	0.00	0.00	3.50	0.00	0.00
	Total Purchased Services	1.75	0.00	0.00	5,707.67	20,000.00	28.54
600	Other Objects						
611-0000	Redemption of Principle	0.00	0.00	0.00	19,182,386.46	16,225,000.00	118.23
612-0000	Lease Purchase-Principle	0.00	0.00	0.00	0.00	1,645,000.00	0.00
621-0000	Interest	605.00	0.00	0.00	4,411,457.54	11,446,478.00	38.54
	Total Other Objects	605.00	0.00	0.00	23,593,844.00	29,316,478.00	80.48
	Total Expense	606.75	0.00	0.00	23,599,551.67	29,336,478.00	80.44
	Total Net Change in Fund Balan	16,030.74	0.00	0.00	10,236,501.65-	2,404,366.00-	425.75

Income Statement

Consolidated		Transportation Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	1,144,271.17	4,913,346.00	23.29
1112-0000	First PR YR General Levy	0.00	0.00	0.00	3,058,460.08	4,626,453.00	66.11
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	0.00	994,482.00	0.00
1511-0000	Interest on Investments	14,185.95	0.00	0.00	92,461.11	7,300.00	1266.59
1994-0000	Field Trips	10,091.89	0.00	0.00	100,587.13	186,000.00	54.08
1999-0000	Other Revenue-General	51.65	0.00	0.00	51.65	0.00	0.00
	Total Revenue from Local Sourc	24,329.49	0.00	0.00	4,395,831.14	10,727,581.00	40.98
STATE	Revenue from State Sources						
3500-0000	Transportation-Regular	0.00	0.00	0.00	2,638,578.08	3,683,255.00	71.64
3510-0000	Transportation-Special Ed	0.00	0.00	0.00	3,936,636.39	5,382,011.00	73.14
	Total Revenue from State Sourc	0.00	0.00	0.00	6,575,214.47	9,065,266.00	72.53
	Total Revenue	24,329.49	0.00	0.00	10,971,045.61	19,792,847.00	55.43
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	7,383.00	0.00	0.00	66,412.64	97,121.00	68.38
116-0000	Non-Certified Sec/Spec	3,245.40	0.00	0.00	27,513.12	43,202.00	63.68
132-0000	1.5 Overtime	0.00	0.00	0.00	22.82	102.00	22.37
148-0000	Extra Pay-Non-Certified	171.04	0.00	0.00	1,063.65	1,331.00	79.91
149-0000	Extra Pay-Certified	46,081.25	0.00	0.00	276,055.86	315,000.00	87.64
161-0000	Mileage Stipend	177.78	0.00	0.00	1,599.99	2,458.00	65.09
	Total Salaries	57,058.47	0.00	0.00	372,668.08	459,214.00	81.15
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	268.13	0.00	0.00	1,663.10	1,270.00	130.95
218-0000	THIS Fund Employer Contributio	306.45	0.00	0.00	1,829.16	1,837.00	99.57
221-0000	Life Insurance	17.12	0.00	0.00	152.47	228.00	66.87
222-0000	Medical Insurance	2,471.30	0.00	0.00	18,785.63	6,675.00	281.43
223-0000	Dental Insurance	114.10	0.00	0.00	893.32	1,405.00	63.58
224-0000	Vision Insurance	26.16	0.00	0.00	202.74	261.00	77.68
225-0000	Disability Insurance	10.72	0.00	0.00	95.70	146.00	65.55
226-0000	HRA/HSA Board Contributions	1,520.84-	0.00	0.00	20.84-	0.00	0.00
	Total Employee Benefits	1,693.14	0.00	0.00	23,601.28	11,822.00	199.64
300	Purchased Services						
313-0000	Staff Development	0.00	0.00	0.00	0.00	4,464.00	0.00
315-0000	Food-Contracted	83.58	0.00	0.00	83.58	0.00	0.00
319-0000	Other Professional & Technical	926.11	0.00	0.00	27,675.34	20,757.00	133.33

Income Statement

Consolidated		Transportation Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
321-0000	Sanitation Services	445.82	0.00	0.00	6,259.47	25,085.00	24.95
323-0000	Repair & Maintenance	14,256.39	0.00	0.00	48,208.28	35,836.00	134.52
325-0000	Rentals	1,751.12	0.00	0.00	14,008.96	35,891.00	39.03
331-0000	Pupil Transportation-General	50,280.82	0.00	0.00	667,728.64	1,523,380.00	43.83
333-0000	District Travel	959.55	0.00	0.00	2,085.90	10,600.00	19.68
334-0000	Professional Meetings	0.00	0.00	0.00	30.00	615.00	4.88
336-0000	Pupil Transportation-Field Tri	82,102.87	0.00	0.00	247,741.94	384,293.00	64.47
346-0000	Telephone - WAN and Internet	0.00	0.00	0.00	0.00	425.00	0.00
347-0000	Telephone-Cellular	0.00	0.00	0.00	182.08	772.00	23.59
353-0000	License & Registration	24.00	0.00	0.00	58.88	724.00	8.13
361-0000	Printing & Binding	0.00	0.00	0.00	4,039.06	8,950.00	45.13
371-0000	Water/Sewer Services	179.40	0.00	0.00	3,068.96	6,264.00	48.99
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	49,200.00	53,803.00	91.44
392-0000	License & Registrations	0.00	0.00	0.00	0.00	1,263.00	0.00
394-0000	Managment Fees-Transportation	1,381,550.44	0.00	0.00	8,475,353.24	15,705,125.00	53.97
	Total Purchased Services	1,532,560.10	0.00	0.00	9,545,724.33	17,818,247.00	53.57
400	Supplies & Materials						
411-0000	Supplies-General	161.47	0.00	0.00	6,830.30	16,935.00	40.33
462-0000	Oil	6,596.65	0.00	0.00	20,704.40	32,305.00	64.09
464-0000	Gasoline	253,337.13	0.00	0.00	908,894.21	1,313,394.00	69.20
465-0000	Natural Gas	2,670.53	0.00	0.00	10,557.53	14,943.00	70.65
482-0000	Parts-Transportation	0.00	0.00	0.00	0.00	27,607.00	0.00
	Total Supplies & Materials	262,765.78	0.00	0.00	946,986.44	1,405,184.00	67.39
500	Capital Outlay						
541-0000	Equipment	0.00	0.00	0.00	1,908.00	90,636.00	2.11
	Total Capital Outlay	0.00	0.00	0.00	1,908.00	90,636.00	2.11
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	0.00	0.00	0.00	849.11	0.00	0.00
	Total Capital Outlay - Capita	0.00	0.00	0.00	849.11	0.00	0.00
	Total System Accounts	0.00	0.00	0.00	849.11	0.00	0.00
	Total Expense	1,854,077.49	0.00	0.00	10,891,737.24	19,785,103.00	55.05
	Total Net Change in Fund Balan	1,829,748.00-	0.00	0.00	79,308.37	7,744.00	1024.13

Income Statement

Consolidated | Municipal Retirement Fund | Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	359,548.44	1,544,015.00	23.29
1112-0000	First PR YR General Levy	0.00	0.00	0.00	961,041.14	1,453,860.00	66.10
1511-0000	Interest on Investments	8,434.26	0.00	0.00	51,201.88	5,800.00	882.79
	Total Revenue from Local Sourc	8,434.26	0.00	0.00	1,371,791.46	3,003,675.00	45.67
	Total Revenue	8,434.26	0.00	0.00	1,371,791.46	3,003,675.00	45.67
EXPENSE	Expense						
200	Employee Benefits						
212-0000	Municipal Retirement (IMRF)	175,256.99	0.00	0.00	1,649,048.94	2,780,818.00	59.30
	Total Employee Benefits	175,256.99	0.00	0.00	1,649,048.94	2,780,818.00	59.30
	Total Expense	175,256.99	0.00	0.00	1,649,048.94	2,780,818.00	59.30
	Total Net Change in Fund Balan	166,822.73-	0.00	0.00	277,257.48-	222,857.00	124.41-

Income Statement

Consolidated — Social Security/Medicare Fund — Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1151-0000	CUR YR Soc Sec/Medicare Levy	0.00	0.00	0.00	420,447.79	1,806,783.00	23.27
1152-0000	First PR YR Soc Sec/Medicare L	0.00	0.00	0.00	1,123,783.80	1,701,284.00	66.06
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	500,000.00	500,000.00	100.00
1511-0000	Interest on Investments	1,140.29	0.00	0.00	14,458.33	1,600.00	903.65
	Total Revenue from Local Sourc	1,140.29	0.00	0.00	2,058,689.92	4,009,667.00	51.34
	Total Revenue	1,140.29	0.00	0.00	2,058,689.92	4,009,667.00	51.34
EXPENSE	Expense						
200	Employee Benefits						
213-0000	Federal Insurance Contribution	155,366.01	0.00	0.00	1,236,048.07	1,976,877.00	62.53
214-0000	Medicare Only	173,997.66	0.00	0.00	1,352,063.23	2,419,615.00	55.88
	Total Employee Benefits	329,363.67	0.00	0.00	2,588,111.30	4,396,492.00	58.87
	Total Expense	329,363.67	0.00	0.00	2,588,111.30	4,396,492.00	58.87
	Total Net Change in Fund Balan	328,223.38-	0.00	0.00	529,421.38-	386,825.00-	136.86

Income Statement

Income Statement
For Period 8 Through 8 Ending February 28, 2023 | Fiscal Year 2023 | Budget 99

Consolidated		Site & Construction Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1192-0000	First PR YR Other Tax Levy	0.00	0.00	0.00	20,133.13	0.00	0.00
1195-0000	Property Tax Revenue Recapture	0.00	0.00	0.00	152,676.86	0.00	0.00
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	2,949,426.01	3,793,461.00	77.75
1511-0000	Interest on Investments	38,199.19	0.00	0.00	372,615.85	417,273.00	89.30
1960-0000	Surplus from TIF Funds	0.00	0.00	0.00	61,276.11	0.00	0.00
	Total Revenue from Local Sourc	38,199.19	0.00	0.00	3,556,127.96	4,210,734.00	84.45
STATE	Revenue from State Sources						
3925-0000	Maintence Project Grants	0.00	0.00	0.00	0.00	50,000.00	0.00
	Total Revenue from State Sourc	0.00	0.00	0.00	0.00	50,000.00	0.00
FEDERAL	Revenue from Federal Sources						
4942-0000	ESSER II	0.00	0.00	0.00	0.00	2,838,845.00	0.00
	Total Revenue from Federal Sou	0.00	0.00	0.00	0.00	2,838,845.00	0.00
	Total Revenue	38,199.19	0.00	0.00	3,556,127.96	7,099,579.00	50.09
EXPENSE	Expense						
500	Capital Outlay						
521-0000	Buildings	253,007.31	0.00	0.00	6,576,764.33	23,033,352.00	28.55
541-0000	Equipment	0.00	0.00	0.00	4,440.00	0.00	0.00
	Total Capital Outlay	253,007.31	0.00	0.00	6,581,204.33	23,033,352.00	28.57
	Total Expense	253,007.31	0.00	0.00	6,581,204.33	23,033,352.00	28.57
	Total Net Change in Fund Balan	214,808.12-	0.00	0.00	3,025,076.37-	15,933,773.00-	18.99

Income Statement

Consolidated		Impact Fees Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1511-0000	Interest on Investments	27,332.31	0.00	0.00	155,853.38	92,727.00	168.08
1931-0000	Impact Fees-East Dundee/West D	0.00	0.00	0.00	0.00	100,000.00	0.00
1937-0000	Impact Fees-Hampshire	0.00	0.00	0.00	0.00	100,000.00	0.00
1938-0000	Impact Fees-Gilberts	0.00	0.00	0.00	0.00	100,000.00	0.00
1939-0000	Impact Fees-Algonquin/Carpente	0.00	0.00	0.00	0.00	100,000.00	0.00
1941-0000	Technology E-Rate Revenue	0.00	0.00	0.00	0.00	101,435.00	0.00
1981-0000	ERATE Funding	0.00	0.00	0.00	0.00	101,435.00	0.00
	Total Revenue from Local Sourc	27,332.31	0.00	0.00	155,853.38	695,597.00	22.41
	Total Revenue	27,332.31	0.00	0.00	155,853.38	695,597.00	22.41
EXPENSE	Expense						
	Total Net Change in Fund Balan	27,332.31	0.00	0.00	155,853.38	695,597.00	22.41

Consolidated | Working Capital Fund | Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	525.66	2,255.00	23.31
1112-0000	First PR YR General Levy	0.00	0.00	0.00	1,407.34	2,123.00	66.29
1511-0000	Interest on Investments	70,425.55	0.00	0.00	402,183.71	53,000.00	758.84
	Total Revenue from Local Sourc	70,425.55	0.00	0.00	404,116.71	57,378.00	704.31
	Total Revenue	70,425.55	0.00	0.00	404,116.71	57,378.00	704.31
EXPENSE	Expense						
	Total Net Change in Fund Balan	70,425.55	0.00	0.00	404,116.71	57,378.00	704.31

Income Statement

Consolidated		Tort Immunity Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1121-0000	CUR YR Tort Immunity Levy	0.00	0.00	0.00	965,860.12	1,129,215.00	85.53
1122-0000	First PR YR Tort Immunity Levy	0.00	0.00	0.00	0.00	1,063,279.00	0.00
1511-0000	Interest on Investments	0.00	0.00	0.00	343.67	200.00	171.84
	Total Revenue from Local Sourc	0.00	0.00	0.00	966,203.79	2,192,694.00	44.06
	Total Revenue	0.00	0.00	0.00	966,203.79	2,192,694.00	44.06
EXPENSE	Expense						
300	Purchased Services						
382-0000	Fidelity Bond Premiums	0.00	0.00	0.00	3,874.00	20,082.00	19.29
383-0000	Worker's Compensation Insuranc	0.00	0.00	0.00	1,161,478.00	1,145,685.00	101.38
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	973,896.00	973,371.00	100.05
	Total Purchased Services	0.00	0.00	0.00	2,139,248.00	2,139,138.00	100.01
	Total Expense	0.00	0.00	0.00	2,139,248.00	2,139,138.00	100.01
	Total Net Change in Fund Balan	0.00	0.00	0.00	1,173,044.21-	53,556.00	2190.31-

Pcard Statement

Posting Date March 2023	Merchant	Transaction Amount	Comments
2/20/2023	0265 University Of Ill	23.82	TRAVEL
2/20/2023	0265 University Of Ill	20.06	TRAVEL
2/20/2023	0265 University Of Ill	20.06	TRAVEL
2/23/2023	1-800-Flowers.Com,inc.	86.64	STAFF
2/27/2023	2levy At Omcc	14.00	TRAVEL
2/27/2023	2levy At Omcc	23.00	TRAVEL
2/6/2023	814 Bowlero 8003425263	266.04	STUDENT
2/16/2023	A 1 Airport Limousine	131.70	TRAVEL
2/16/2023	A 1 Airport Limousine	113.75	TRAVEL
2/20/2023	A 1 Airport Limousine	113.75	TRAVEL
2/22/2023	A 1 Airport Limousine	129.90	TRAVEL
2/14/2023	Activeworks Camps Mc	-80.00	STAFF
2/14/2023	Activeworks Camps Mc	-80.00	STAFF
2/15/2023	Activeworks Camps Mc	-80.00	STAFF
2/13/2023	Adobe 800-833-6687	29.99	STAFF
2/6/2023	Adobe Products	9.99	STAFF
2/6/2023	All Star Custom Awards	130.00	STUDENT
2/6/2023	Altorfer Industries	10.42	BG
2/6/2023	Altorfer Industries	28.48	BG
2/13/2023	Altorfer Industries	253.67	BG
2/21/2023	Amazon.Com Hp7t124n2 A	432.87	STUDENT
2/16/2023	American 00144094784747	30.00	TRAVEL
2/17/2023	American Assoc Of Scho	155.39	STAFF
2/20/2023	American Assoc Of Scho	100.13	STAFF
2/21/2023	Amzn Mktp US Hp9922462	238.84	STAFF
2/6/2023	Ancho & Agave Blm	527.64	TRAVEL
2/24/2023	Anderson Lock Co	838.44	BG
2/23/2023	Apple.Com/Bill	30.00	STAFF
2/6/2023	Ascd	89.00	STAFF
2/20/2023	Ath 6001	92.43	TRAVEL
2/20/2023	Ath 6001	92.41	TRAVEL
2/20/2023	Ath 6001	86.84	TRAVEL
2/20/2023	Ath 6001	28.97	TRAVEL
2/20/2023	Att Bill Payment	3219.68	AP BOARD APPROVED
2/20/2023	Att Bus Phone Pmt	10217.79	AP BOARD APPROVED
3/3/2023	Autozone # 2549	54.99	BG
2/7/2023	B&h Photo 800-606-6969	530.59	STUDENT
2/27/2023	B&h Photo Moto	53.25	STAFF
2/9/2023	Barnes&noble Papersour	74.90	STUDENT
2/9/2023	Barnes&noble Papersour	74.90	STUDENT
2/9/2023	Barnes&noble Papersour	74.90	STUDENT

2/9/2023	Barnes&noble Papersour	74.90	STUDENT
2/8/2023	Base Solutions	53.41	BG
2/16/2023	Batteries+bulbs #1028	561.32	BG
2/17/2023	Batteries+bulbs #1028	-138.52	BG
2/17/2023	Batteries+bulbs #1028	277.04	BG
2/27/2023	Batteries+bulbs #1028	51.41	BG
2/16/2023	Best Buy Mht 00003152	69.99	STAFF
2/27/2023	Bloomington Arena	10.00	STUDENT
2/27/2023	Bloomington Arena	10.00	STUDENT
2/27/2023	Bp#9656737ml & Rj Iqps	95.24	STUDENT
2/21/2023	Bp#9657560becks 27 Qps	50.00	TRAVEL
2/22/2023	Brunchcafehuntley	440.00	STAFF
2/16/2023	Buona Algonquin #20	77.72	STAFF
2/6/2023	Bureau Of Education An	259.00	STAFF
2/6/2023	Bureau Of Education An	259.00	STAFF
2/6/2023	Bureau Of Education An	259.00	STAFF
2/6/2023	Bureau Of Education An	259.00	STAFF
2/27/2023	Burgerville - 14 - Con	21.77	TRAVEL
2/13/2023	Butcher On The Block	193.21	STAFF
2/16/2023	Butcher On The Block	164.75	STAFF
2/16/2023	Butcher On The Block	-193.21	STAFF
2/6/2023	Bww 3233 Bloomington	92.55	TRAVEL
2/20/2023	Bww 3327 Savoy	123.07	TRAVEL
2/17/2023	Canopy By Hilton San A	109.85	TRAVEL
2/10/2023	Cascade Mountain Retai	987.48	STUDENT
3/2/2023	Cassandra Strings	79.60	STUDENT
2/17/2023	Champaign Le Peep	69.75	TRAVEL
2/20/2023	Champaign Le Peep	85.42	TRAVEL
2/9/2023	Chicago Canvas And Sup	407.25	STUDENT
2/6/2023	Chick-Fil-A #03578	237.45	TRAVEL
2/13/2023	Chick-Fil-A #04756	154.95	STUDENT
2/15/2023	Chick-Fil-A #04756	494.50	STUDENT
2/10/2023	China Wok	56.10	STAFF
2/15/2023	Chipotle 0999	-44.07	STUDENT
2/15/2023	Chipotle 0999	-5.37	STUDENT
2/15/2023	Chipotle 0999	5.37	STUDENT
2/15/2023	Chipotle 0999	40.25	STUDENT
2/15/2023	Chipotle 0999	53.55	STUDENT
2/15/2023	Chipotle 0999	783.75	STUDENT
2/24/2023	Chipotle 0999	395.00	STAFF
2/23/2023	Cibo Express T3	21.94	TRAVEL
2/20/2023	Circle K 00070	81.00	STUDENT
2/20/2023	Circle K 01226	75.91	TRAVEL
2/27/2023	City Of Bloomington Il	15.00	STUDENT
2/27/2023	City Of Bloomington Il	18.00	STUDENT
2/27/2023	City Of Bloomington Il	3.00	STUDENT
2/27/2023	City Of Bloomington Il	13.00	STUDENT
2/27/2023	City Of Bloomington Il	16.00	STUDENT

3/2/2023	Comcast Business	7500.00	AP BOARD APPROVED
2/6/2023	Countrydonuts	40.80	STAFF
2/20/2023	Culvers Of Neil St	62.15	TRAVEL
2/16/2023	Cvs/Pharmacy #07563	25.25	TRAVEL
3/3/2023	Dd/Br #344504 Q35	79.95	STAFF
2/24/2023	Dennys #7875	31.55	TRAVEL
2/6/2023	Dicks Sporting Goods	32.59	STUDENT
2/7/2023	Dollar Tree	12.15	STUDENT
2/7/2023	Dollar Tree	15.00	STAFF
2/10/2023	Dollar Tree	161.55	STUDENT
2/13/2023	Dollar Tree	25.00	STAFF
2/28/2023	Dollar Tree	42.50	STUDENT
3/3/2023	Dollar Tree	5.00	STAFF
2/22/2023	Dollar Tree, Inc.	245.00	STUDENT
2/10/2023	Dominos 2962	315.49	STUDENT
2/20/2023	Dominos 2962	76.93	STUDENT
2/10/2023	Doubletree By Hilton B	3735.20	STUDENT
2/10/2023	Doubletree By Hilton B	3864.00	TRAVEL
2/10/2023	Doubletree By Hilton B	3864.00	STUDENT
3/1/2023	Doubletree By Hilton B	1545.60	STUDENT
2/27/2023	Doubletree Hotels	103.25	TRAVEL
2/27/2023	Doubletree Hotels	248.30	TRAVEL
2/27/2023	Doubletree Hotels	248.30	TRAVEL
2/17/2023	Dunkin #304563 Q35	50.97	STAFF
2/17/2023	Dunkin #345659 Q35	83.76	STAFF
2/27/2023	Dunkin #345659 Q35	48.57	STAFF
2/20/2023	Dunkin #350035 Q35	-32.68	TRAVEL
2/20/2023	Dunkin #350035 Q35	31.79	TRAVEL
2/6/2023	Dunkin #353718 Q35	78.95	STUDENT
2/9/2023	Dunkin #353718 Q35	184.87	STAFF
2/16/2023	Dunkin #353718 Q35	58.45	STUDENT
2/24/2023	Dunkin #353718 Q35	58.45	STUDENT
2/27/2023	Dunkin #354558 Q35	74.95	STUDENT
2/6/2023	Dunkin #356714 Q35	41.97	STUDENT
2/13/2023	Eb Music Amp Arts Cli	50.00	STAFF
2/15/2023	Eb Music Amp Arts Cli	50.00	STAFF
2/15/2023	Eb Music Amp Arts Cli	50.00	STAFF
2/23/2023	Eb Music Amp Arts Cli	50.00	STAFF
2/28/2023	Eig Constantcontact.Co	45.00	STAFF
2/6/2023	Einstein Bros Bagels	19.51	TRAVEL
2/16/2023	Einstein Bros Bagels24	182.94	STAFF
2/22/2023	Einstein Bros Bagels24	40.48	STAFF
2/10/2023	Einstein Bros-Online C	300.68	STAFF
2/21/2023	Einstein Bros-Online C	155.96	STUDENT
2/22/2023	Einstein Bros-Online C	374.69	BG
2/24/2023	Einstein Bros-Online C	181.97	STAFF
3/2/2023	Eldridge Publishing Co	429.05	STUDENT
2/6/2023	Elgin Key & Lock Co In	69.50	BG

2/8/2023	Elgin Key & Lock Co In	8.28	BG
2/9/2023	Elgin Key & Lock Co In	28.32	BUILDING
2/13/2023	Elgin Key & Lock Co In	62.91	BG
3/2/2023	Elgin Key & Lock Co In	134.40	BG
2/6/2023	Epic Eats	7.76	TRAVEL
2/6/2023	Epic Eats	33.61	TRAVEL
3/3/2023	Everything Clean Laund	73.00	STUDENT
2/6/2023	Fedex 86969101	33.86	POSTAGE
2/6/2023	Fedex 86969120	22.43	POSTAGE
2/27/2023	Fedex 87223696	55.06	POSTAGE
2/6/2023	Ferguson Ent #1123	284.89	BG
2/7/2023	Ferguson Ent #1123	99.52	BG
2/14/2023	Ferguson Ent #1123	250.16	BG
2/15/2023	Ferguson Ent #1123	167.25	BG
3/2/2023	Ferguson Ent #1123	55.13	BG
3/3/2023	Ferguson Ent #1123	39.00	BUILDING
3/3/2023	Ferguson Ent #1123	98.77	BUILDING
2/6/2023	Food Court - Sports	106.07	TRAVEL
2/6/2023	Food Court - Sports	174.73	TRAVEL
2/6/2023	Food Court - Sports	267.92	TRAVEL
2/6/2023	Food Court - Sports	96.41	TRAVEL
2/6/2023	Food Court - Sports	315.54	TRAVEL
2/7/2023	Food Court - Sports	5.04	TRAVEL
2/7/2023	Food Court - Sports	22.05	TRAVEL
2/7/2023	Food Court - Sports	270.15	TRAVEL
3/2/2023	Fsp Discovery Center M	502.00	STUDENT
2/9/2023	G&o Thermal Supply	474.50	BG
2/8/2023	Garibaldis Italian Eat	435.00	STUDENT
2/15/2023	Garibaldis Italian Eat	348.15	STUDENT
2/15/2023	Garibaldis Italian Eat	550.00	STUDENT
3/3/2023	Garibaldis Italian Eat	699.90	STUDENT
2/24/2023	Gofan Ihsa Boys Swimm	32.50	STUDENT
2/24/2023	Gofan Ihsa Boys Swimm	32.50	STUDENT
2/24/2023	Gofan Ihsa Boys Swimm	32.50	STUDENT
2/24/2023	Gofan Ihsa Boys Swimm	32.50	STUDENT
2/7/2023	Goodwill Algonquin	16.22	STUDENT
2/8/2023	Grainger	4.56	BG
2/10/2023	Grainger	354.22	BG
2/10/2023	Grainger	367.35	BG
2/20/2023	Grand Hyatt San Ant F&	69.35	TRAVEL
2/20/2023	Grand Hyatt San Ant F&	85.90	TRAVEL
2/20/2023	Grand Hyatt San Ant F&	27.06	TRAVEL
2/20/2023	Grand Hyatt San Antoni	712.90	TRAVEL
2/20/2023	Grand Hyatt San Antoni	1069.35	TRAVEL
2/8/2023	Gustave A Larson Compa	40.00	BG
2/10/2023	Gustave A Larson Compa	24.22	BG
2/16/2023	H2c Chilis Bar T3 Ord	55.32	TRAVEL
2/17/2023	Hampshire Napa	13.52	BUILDING

2/21/2023	Harvest Market Coffee	18.40	TRAVEL
2/21/2023	Harvest Market Coffee	169.04	TRAVEL
2/20/2023	Haymakers 715	59.12	TRAVEL
2/27/2023	Hobby-Lobby #0186	57.90	STUDENT
2/21/2023	Holiday Inn Champaign	3435.01	TRAVEL
2/21/2023	Holiday Inn Champaign	3615.80	STUDENT
2/21/2023	Holiday Inn Champaign	4338.96	STUDENT
2/27/2023	Hotel Eastlund	603.30	TRAVEL
2/20/2023	Houlihans - Champaign	255.97	TRAVEL
2/16/2023	Hudson News St849	11.14	TRAVEL
2/20/2023	Hyatt Place Bloomingto	333.76	STAFF
2/20/2023	Hyatt Place Bloomingto	333.76	STAFF
2/20/2023	Hyatt Regency San Anto	1365.90	TRAVEL
3/3/2023	Iasb	45.00	STAFF
2/6/2023	Icp Gymnastics Etc. Lt	50.00	STUDENT
2/6/2023	Icp Gymnastics Etc. Lt	250.00	STUDENT
2/6/2023	Illinois Reading Counc	255.00	STAFF
2/13/2023	Illinois Reading Counc	405.00	STAFF
2/13/2023	Illinois Reading Counc	255.00	STAFF
2/16/2023	Jacky Jones Lincoln	46.03	BG
2/9/2023	Jc Licht - 1250 - Algo	149.17	BG
3/2/2023	Jc Licht - 1250 - Algo	82.18	BG
2/6/2023	Jersey Mikes 27059	7.87	STUDENT
2/6/2023	Jersey Mikes 27059	317.64	STUDENT
2/17/2023	Jersey Mikes 27059	496.06	STUDENT
2/8/2023	Jewel #3198	14.97	STUDENT
2/17/2023	Jewel Osco 1256	33.31	FACS
2/17/2023	Jewel Osco 1256	16.59	STUDENT
3/1/2023	Jewel Osco 1256	127.40	STUDENT
3/2/2023	Jewel Osco 1256	179.96	STUDENT
2/16/2023	Jewel Osco 1306	17.96	STUDENT
2/20/2023	Jewel Osco 1306	-70.50	STAFF
2/10/2023	Jewel Osco 2310	29.98	STAFF
2/15/2023	Jewel Osco 2310	11.97	FACS
2/16/2023	Jewel Osco 2310	7.98	FACS
3/3/2023	Jewel Osco 2310	148.05	STUDENT
3/3/2023	Jewel Osco 2310	36.38	FACS
2/9/2023	Jewel Osco 2517	30.57	STUDENT
2/28/2023	Jewel Osco 3347	120.00	STUDENT
2/6/2023	Jewel Osco 3394	86.98	STAFF
2/8/2023	Jewel Osco 3394	14.97	STUDENT
2/9/2023	Jewel Osco 3394	44.91	STUDENT
2/6/2023	Jimmy Johns - 415	247.74	TRAVEL
2/15/2023	Jimmy Johns # 466 - M	37.13	STAFF
2/24/2023	Jimmy Johns # 466 - M	84.99	STUDENT
2/9/2023	Jimmy Johns # 500	72.99	STUDENT
2/16/2023	Jimmy Johns # 90003 M	60.07	STUDENT
2/20/2023	Jimmy Johns # 90003 M	64.30	STUDENT

2/20/2023	Jimmy Johns # 90008	76.26	TRAVEL
2/20/2023	Jimmy Johns # 90015	5.56	TRAVEL
2/20/2023	Jimmy Johns # 90015	29.95	TRAVEL
3/3/2023	Joann Stores #2065	126.32	STUDENT
2/27/2023	Joann Stores #2287	91.12	FACS
2/6/2023	Joann Stores #2465	27.33	FACS
2/10/2023	Joann Stores #2465	232.74	STUDENT
2/13/2023	Joann Stores #2465	190.18	STUDENT
2/20/2023	Joann Stores #2465	614.46	FACS
2/22/2023	Joann Stores #2465	293.56	STUDENT
2/27/2023	Joann Stores #2465	-172.26	STUDENT
2/15/2023	Knapheide Chicago	216.70	BG
2/13/2023	Kosta S Gyros - Algonq	101.24	STAFF
2/20/2023	Landrys Sa Downtown	228.36	TRAVEL
2/20/2023	Lensrentals.Com	99.00	STAFF
2/22/2023	Lensrentals.Com	2876.00	STAFF
2/13/2023	Little Caesars #1713	149.75	STAFF
2/6/2023	Marianos #544	70.00	STUDENT
2/13/2023	Marianos #544	185.09	STUDENT
2/16/2023	Marianos #544	-31.68	STUDENT
2/16/2023	Marianos #544	-4.00	STUDENT
2/20/2023	Marriott Hotel & Confe	291.20	STAFF
2/20/2023	Marriott Hotel & Confe	291.20	STAFF
2/20/2023	Marriott Hotel & Confe	291.20	STAFF
2/20/2023	Marriott Hotel & Confe	291.20	STAFF
2/20/2023	Marriott Hotel & Confe	291.20	STAFF
2/6/2023	Marriott Peoria Pere M	232.35	STAFF
2/6/2023	Marriott Peoria Pere M	232.35	STAFF
2/6/2023	McAlisters #1639	232.37	TRAVEL
3/1/2023	McAlisters Mm 101345	189.15	STAFF
2/20/2023	McDonalds F1018	23.68	TRAVEL
2/20/2023	McDonalds F1018	22.37	TRAVEL
2/20/2023	McDonalds F1018	22.97	TRAVEL
2/6/2023	McDonalds F12229	12.71	TRAVEL
2/27/2023	McDonalds F12229	12.08	TRAVEL
2/8/2023	McDonalds F14021	25.00	STUDENT
2/27/2023	McDonalds F5292	50.70	STUDENT
2/17/2023	Meijer # 146	80.32	TRAVEL
2/8/2023	Meijer # 183	70.94	STUDENT
2/6/2023	Meijer # 206	20.28	STUDENT
2/6/2023	Meijer # 206	100.50	STUDENT
2/6/2023	Meijer # 206	5.29	STAFF
2/8/2023	Meijer # 206	13.23	FACS
2/9/2023	Meijer # 206	47.80	FACS
2/9/2023	Meijer # 206	48.16	FACS
2/9/2023	Meijer # 206	-48.17	FACS
2/9/2023	Meijer # 206	109.38	FACS
2/9/2023	Meijer # 206	131.65	STUDENT

2/10/2023	Meijer # 206	201.28	STUDENT
2/10/2023	Meijer # 206	85.48	STUDENT
2/13/2023	Meijer # 206	36.85	STAFF
2/15/2023	Meijer # 206	24.68	FACS
2/20/2023	Meijer # 206	61.46	FACS
2/23/2023	Meijer # 206	46.41	BG
2/23/2023	Meijer # 206	33.98	STAFF
2/24/2023	Meijer # 206	103.19	FACS
2/24/2023	Meijer # 206	26.57	STUDENT
2/27/2023	Meijer # 206	61.06	STUDENT
2/27/2023	Meijer # 206	18.76	STUDENT
2/27/2023	Meijer # 206	34.75	FACS
2/27/2023	Meijer # 206	88.05	STUDENT
2/27/2023	Meijer # 206	29.78	STUDENT
3/1/2023	Meijer # 206	54.99	FACS
3/1/2023	Meijer # 206	22.47	STUDENT
3/1/2023	Meijer # 206	120.18	FACS
3/1/2023	Meijer # 206	32.54	STAFF
3/2/2023	Meijer # 206	24.99	STAFF
3/3/2023	Meijer # 206	10.36	FACS
3/3/2023	Meijer # 206	18.99	FACS
3/3/2023	Meijer # 206	21.82	FACS
3/3/2023	Meijer # 206	96.79	STAFF
2/6/2023	Menards Carpentersvill	79.30	BG
2/8/2023	Menards Carpentersvill	55.95	BG
2/8/2023	Menards Carpentersvill	144.20	BUILDING
2/9/2023	Menards Carpentersvill	39.98	BG
2/9/2023	Menards Carpentersvill	23.83	BUILDING
2/10/2023	Menards Carpentersvill	96.38	BUILDING
2/10/2023	Menards Carpentersvill	66.22	BUILDING
2/13/2023	Menards Carpentersvill	30.56	BG
2/15/2023	Menards Carpentersvill	12.94	BG
2/16/2023	Menards Carpentersvill	11.92	BG
2/16/2023	Menards Carpentersvill	13.53	BUILDING
2/17/2023	Menards Carpentersvill	31.48	BG
2/17/2023	Menards Carpentersvill	68.52	BG
2/17/2023	Menards Carpentersvill	72.95	BUILDING
2/20/2023	Menards Carpentersvill	53.92	BG
2/23/2023	Menards Carpentersvill	42.43	BG
2/23/2023	Menards Carpentersvill	35.15	BUILDING
2/24/2023	Menards Carpentersvill	31.82	STAFF
3/1/2023	Menards Carpentersvill	70.80	BG
3/2/2023	Menards Carpentersvill	284.78	BG
3/2/2023	Menards Carpentersvill	64.41	BUILDING
3/2/2023	Menards Carpentersvill	148.47	BUILDING
3/3/2023	Menards Carpentersvill	-21.87	BG
2/20/2023	Menards Crystal Lake I	1279.88	BG
2/24/2023	Menards Crystal Lake I	24.96	STUDENT

2/20/2023	Merry Anns Diner	58.47	STUDENT
2/6/2023	Mexico Pavilion Epcot	216.84	TRAVEL
2/6/2023	Mexico Pavilion Epcot	337.80	TRAVEL
2/6/2023	Mexico Pavilion Epcot	369.67	TRAVEL
2/6/2023	Michaels Stores 4802	32.98	STUDENT
2/8/2023	Michaels Stores 4802	-16.19	STAFF
2/13/2023	Michaels Stores 4802	12.79	STUDENT
2/17/2023	Michaels Stores 4802	55.70	STUDENT
3/1/2023	Michaels Stores 4802	133.81	STUDENT
3/1/2023	Michaels Stores 4802	53.01	STUDENT
2/8/2023	Moes-5683.Mykajabi.Com	97.00	STAFF
2/6/2023	Monical: Eldorado (11)	100.35	TRAVEL
2/7/2023	Morettis Pizza Pub	61.82	STAFF
2/27/2023	Morkes Chocolates Of H	81.22	STUDENT
2/16/2023	Msu Payments	300.00	STAFF
2/9/2023	Napa Auto Parts	139.29	BUILDING
2/15/2023	Napa Parts 0025209	126.50	STUDENT
2/27/2023	National Car Rental	176.98	TRAVEL
2/13/2023	National Fastpitch Coa	265.00	STAFF
2/7/2023	National Louis Univers	50.00	STAFF
2/14/2023	Neec	285.00	BG
2/16/2023	Neec	285.00	BG
2/6/2023	Officemax/Depot 6071	15.45	STAFF
2/27/2023	Officemax/Depot 6532	71.93	STAFF
2/6/2023	Olive Garden 0021414	554.64	TRAVEL
3/1/2023	Online Job Ads Indeed	270.00	STAFF
2/14/2023	Oreilly Auto Parts 34	4.16	BG
2/24/2023	Original Country Donut	98.24	STAFF
2/22/2023	Other World Computing	119.00	STAFF
2/6/2023	Outback 1454	39.00	TRAVEL
2/6/2023	Outback 1454	824.69	TRAVEL
2/6/2023	Outback 1454	40.00	TRAVEL
2/10/2023	Panda Express 1324	43.25	STUDENT
2/17/2023	Panera Bread #203286 O	50.97	STAFF
2/27/2023	Panera Bread #203291 P	145.35	STAFF
2/9/2023	Panera Bread #204022 O	151.74	STAFF
2/20/2023	Panera Bread #601291 K	4.56	TRAVEL
2/20/2023	Panera Bread #601291 P	27.90	TRAVEL
2/6/2023	Panera Bread #601295 P	30.75	TRAVEL
2/6/2023	Panera Bread #601295 P	65.10	TRAVEL
2/6/2023	Panera Bread #601295 P	76.08	TRAVEL
2/6/2023	Panera Bread #601295 P	39.63	TRAVEL
2/6/2023	Panera Bread #601295 P	65.59	TRAVEL
2/6/2023	Panera Bread #601295 P	82.18	TRAVEL
2/6/2023	Panera Bread #601295 P	5.19	STUDENT
2/6/2023	Panera Bread #601295 P	57.80	STUDENT
2/6/2023	Panera Bread #601295 P	66.59	STUDENT
2/6/2023	Panera Bread #601295 P	43.33	TRAVEL

2/6/2023	Panera Bread #601295 P	43.93	TRAVEL
2/6/2023	Panera Bread #601295 P	49.64	TRAVEL
2/6/2023	Panera Bread #601295 P	59.24	TRAVEL
2/24/2023	Panera Bread #601295 P	118.42	STUDENT
2/27/2023	Panera Bread #601295 P	35.95	STUDENT
2/17/2023	Papa Johns #0074	134.10	STUDENT
2/20/2023	Papa Johns #0074	107.21	STUDENT
2/7/2023	Party City 5318	50.80	STAFF
2/13/2023	Party City 5318	123.30	STUDENT
2/24/2023	Paypal Snapfish	307.05	STUDENT
2/8/2023	Paypal Vip	380.00	STUDENT
2/27/2023	Pdx Hopwrks Urbanbrew1	22.80	TRAVEL
2/27/2023	Pdx Lbc Juliett E 6861	8.04	TRAVEL
2/10/2023	Personalization Mall	-17.40	STUDENT
2/20/2023	Pitney Bowes Pi	123.49	AP BOARD APPROVED
2/6/2023	Pizza Ranch - Blooming	17.99	TRAVEL
2/6/2023	Pizza Ranch - Blooming	14.99	TRAVEL
2/6/2023	Pizza Ranch - Blooming	17.99	TRAVEL
2/27/2023	Pizza Ranch - Blooming	14.99	TRAVEL
2/6/2023	Pizza-A-Conic	22.25	TRAVEL
2/14/2023	Playbillonline	70.00	STUDENT
2/6/2023	Portillos Hot Dogs #29	291.85	TRAVEL
2/6/2023	Portillos Hot Dogs #51	270.54	TRAVEL
2/6/2023	Portillos Hot Dogs #51	285.84	TRAVEL
3/3/2023	Potbelly #174	248.54	STAFF
2/16/2023	Pp Satourcabco	40.00	TRAVEL
2/20/2023	Quality Inn	520.97	STUDENT
2/22/2023	Quality Inn	217.68	STUDENT
2/23/2023	Quality Inn	96.39	STUDENT
2/6/2023	Ralph Helm Inc Elgin	150.93	BG
2/16/2023	Ralph Helm Inc Elgin	130.85	BG
2/24/2023	Randall Roadhouse Tave	114.81	STAFF
3/1/2023	Randall Roadhouse Tave	63.79	STAFF
3/2/2023	Randall Roadhouse Tave	251.44	STAFF
2/20/2023	Red Robin No 343	532.13	STUDENT
2/27/2023	Red Robin No 92	31.97	TRAVEL
2/17/2023	Rookies 3	101.92	STAFF
2/8/2023	Rosatis Hampshire	108.97	STAFF
2/28/2023	Rosatis Hampshire	397.02	STUDENT
2/8/2023	Rosatis Pizza - Algonq	709.75	STUDENT
3/2/2023	Rosatis Pizza - Algonq	260.50	STAFF
2/13/2023	Rvt Adlai E Stevenson	35.00	STAFF
2/13/2023	Rvt Adlai E Stevenson	35.00	STAFF
2/8/2023	Salary.Com	6249.00	STAFF
2/6/2023	Sams Club #4815	15.56	STAFF
2/27/2023	Sams Club #4815	74.32	STUDENT
2/7/2023	Sams Club #4942	23.96	FACS
2/7/2023	Sams Club #6339	274.04	STAFF

2/13/2023	Sams Club #6339	38.92	STUDENT
2/13/2023	Sams Club #6339	336.08	STUDENT
2/20/2023	Sams Club #6339	31.44	STUDENT
2/27/2023	Sams Club #6339	43.90	STUDENT
2/27/2023	Sams Club #6339	95.90	STAFF
2/6/2023	Sams Club Renewal	718.32	STAFF
2/21/2023	Samsclub #4942	121.68	FACS
2/6/2023	Samsclub #6339	13.48	STUDENT
2/23/2023	Samsclub #6339	17.38	STAFF
3/1/2023	Samsclub #6339	144.82	STUDENT
2/6/2023	Samsclub.Com	45.00	STAFF
2/10/2023	Samsclub.Com	487.90	STUDENT
2/10/2023	Samsclub.Com	191.08	STAFF
2/20/2023	Samsclub.Com	347.20	STUDENT
2/23/2023	Samsclub.Com	120.66	FACS
3/2/2023	Samsclub.Com	153.16	STUDENT
2/15/2023	Sargents Equipment & R	337.81	BG
2/15/2023	Sargents Equipment & R	429.71	BG
2/23/2023	Secretstories-	2540.79	STUDENT
2/6/2023	Securedocs Inc.	700.00	STAFF
2/27/2023	Shell Oil 574431489qps	31.34	TRAVEL
2/23/2023	Sherwin Williams 70304	35.68	BG
3/1/2023	Sherwin Williams 70304	110.00	BG
3/2/2023	Sherwin Williams 70304	9.16	BG
3/3/2023	Sherwin Williams 70304	20.46	BG
2/8/2023	Sp The Irie Cup	44.95	STAFF
2/16/2023	Sp Undisputed Belts	189.00	STUDENT
2/13/2023	Sportsfacilitiesgrp	134.48	STUDENT
2/6/2023	Sq Carolina Medina	167.78	TRAVEL
2/9/2023	Sq Elles Deli & Bage	199.47	STAFF
2/27/2023	Sq Tcby	56.35	STUDENT
2/27/2023	Starbucks Store 14045	5.75	TRAVEL
2/13/2023	Starbucks Store 18024	50.00	STUDENT
3/3/2023	Starbucks Store 18024	500.00	STAFF
2/20/2023	State Street Grill	17.38	TRAVEL
2/7/2023	Steiner Elec St Charle	198.79	BG
2/10/2023	Steiner Elec St Charle	562.68	BG
2/17/2023	Subway 30692	77.87	STUDENT
2/17/2023	Subway 7480	118.19	TRAVEL
2/9/2023	Sullivan S Foods Maren	72.00	STAFF
2/23/2023	Sullivan S Foods Maren	19.14	STAFF
2/17/2023	Symplicity Corp	350.00	STAFF
2/7/2023	Target 00018010	16.58	STAFF
2/9/2023	Target 00018010	169.65	STAFF
2/14/2023	Target 00018010	11.97	BG
2/16/2023	Target 00018010	41.98	STAFF
2/20/2023	Target 00018010	66.71	STAFF
2/22/2023	Target 00018010	13.96	STAFF

2/28/2023	Target 00018010	75.77	STUDENT
3/1/2023	Target 00018010	145.81	STUDENT
3/1/2023	Target 00018010	25.00	STUDENT
3/2/2023	Target 00018010	156.59	STAFF
3/3/2023	Target 00018010	277.09	STUDENT
2/20/2023	Target 00021220	69.00	STUDENT
2/22/2023	Target 00021220	32.67	STUDENT
2/13/2023	Taylor Street Pizza Of	55.63	STUDENT
2/23/2023	Taylor Street Pizza Of	282.79	STUDENT
2/24/2023	Taylor Street Pizza Of	98.92	STAFF
3/3/2023	Taylor Street Pizza Of	256.81	STUDENT
2/27/2023	Texas Roadhouse #2702	26.38	TRAVEL
2/7/2023	The Home Depot #1913	215.94	BG
2/23/2023	The Home Depot #1913	75.95	BG
2/27/2023	The Home Depot #1934	264.39	STUDENT
3/3/2023	The Home Depot #1934	165.00	STUDENT
2/6/2023	The Home Depot #1940	24.94	BG
2/6/2023	The Home Depot #1940	96.78	BG
2/6/2023	The Home Depot #1940	109.19	BUILDING
2/6/2023	The Home Depot #1940	206.15	STUDENT
2/6/2023	The Home Depot #1940	684.86	STUDENT
2/8/2023	The Home Depot #1940	16.94	BG
2/8/2023	The Home Depot #1940	16.98	BG
2/8/2023	The Home Depot #1940	37.40	BG
2/9/2023	The Home Depot #1940	27.44	BG
2/10/2023	The Home Depot #1940	68.94	BG
2/10/2023	The Home Depot #1940	4.81	BG
2/10/2023	The Home Depot #1940	3.67	BG
2/10/2023	The Home Depot #1940	15.97	BG
2/13/2023	The Home Depot #1940	41.51	BG
2/13/2023	The Home Depot #1940	9.44	BG
2/13/2023	The Home Depot #1940	25.98	BG
2/13/2023	The Home Depot #1940	18.70	BG
2/13/2023	The Home Depot #1940	106.99	BUILDING
2/15/2023	The Home Depot #1940	24.14	BG
2/15/2023	The Home Depot #1940	5.18	BG
2/15/2023	The Home Depot #1940	11.86	BG
2/15/2023	The Home Depot #1940	37.88	BG
2/16/2023	The Home Depot #1940	29.97	BG
2/16/2023	The Home Depot #1940	37.83	BG
2/16/2023	The Home Depot #1940	558.00	BG
2/16/2023	The Home Depot #1940	44.94	BG
2/16/2023	The Home Depot #1940	4.91	BG
2/17/2023	The Home Depot #1940	12.28	BG
2/17/2023	The Home Depot #1940	399.84	BG
2/17/2023	The Home Depot #1940	88.83	BG
2/17/2023	The Home Depot #1940	129.00	BG
2/20/2023	The Home Depot #1940	30.89	BG

2/20/2023	The Home Depot #1940	1594.97	BG
2/20/2023	The Home Depot #1940	62.22	BG
2/20/2023	The Home Depot #1940	389.64	BG
2/23/2023	The Home Depot #1940	69.97	BG
2/24/2023	The Home Depot #1940	20.14	BG
2/24/2023	The Home Depot #1940	54.12	BG
2/27/2023	The Home Depot #1940	53.12	BG
2/27/2023	The Home Depot #1940	19.04	BG
2/27/2023	The Home Depot #1940	29.97	BG
2/27/2023	The Home Depot #1940	87.92	BG
2/27/2023	The Home Depot #1940	90.96	BUILDING
2/27/2023	The Home Depot #1940	-303.04	BUILDING
2/27/2023	The Home Depot #1940	303.04	BUILDING
3/1/2023	The Home Depot #1940	25.97	BG
3/1/2023	The Home Depot #1940	32.92	BG
3/2/2023	The Home Depot #1940	430.92	BG
3/2/2023	The Home Depot #1940	602.94	BG
3/3/2023	The Home Depot #1940	52.31	BG
3/3/2023	The Home Depot #1940	575.22	BG
3/3/2023	The Home Depot #1940	49.41	BG
2/6/2023	The Home Depot #1948	20.97	BUILDING
2/8/2023	The Home Depot #1948	9.48	BG
2/9/2023	The Home Depot #1948	123.25	BG
2/9/2023	The Home Depot #1948	302.30	STUDENT
2/10/2023	The Home Depot #1948	39.37	BUILDING
2/13/2023	The Home Depot #1948	45.08	BG
2/15/2023	The Home Depot #1948	18.66	BG
2/16/2023	The Home Depot #1948	32.96	BUILDING
2/16/2023	The Home Depot #1948	214.48	BUILDING
2/20/2023	The Home Depot #1948	90.38	BG
2/20/2023	The Home Depot #1948	59.30	STUDENT
2/20/2023	The Home Depot #1948	173.88	STAFF
2/24/2023	The Home Depot #1948	21.97	BG
2/24/2023	The Home Depot #1948	147.71	BUILDING
2/27/2023	The Home Depot #1948	614.00	BG
2/27/2023	The Home Depot #1948	26.80	BG
2/27/2023	The Home Depot #1948	243.17	BUILDING
3/1/2023	The Home Depot #1948	51.26	BG
3/2/2023	The Home Depot #1948	145.91	BG
3/3/2023	The Home Depot #1948	11.00	BG
2/17/2023	The Rk Culinary Group,	21.50	TRAVEL
2/14/2023	Theatreworld Backdrops	2383.67	STUDENT
2/9/2023	Thorntons #0119	100.00	STUDENT
2/9/2023	Thorntons #0119	100.00	STUDENT
2/13/2023	Tmobile Postpaid Pda	339.18	STUDENT
2/14/2023	Tmobile Postpaid Tel	4615.07	AP BOARD APPROVED
2/14/2023	Tmobile Postpaid Tel	15975.80	AP BOARD APPROVED
2/20/2023	Tower Americas Rest	176.95	TRAVEL

2/9/2023	Tractor Supply # 131	9.98	BUILDING
2/16/2023	Tractor Supply # 131	109.98	BG
2/7/2023	Trader Joe S #699	39.95	STUDENT
2/8/2023	Trane Supply-112420	54.48	BG
2/8/2023	Trane Supply-112420	246.26	BG
2/8/2023	Trane Supply-112420	271.36	BG
2/9/2023	Trane Supply-112420	13.57	BG
2/10/2023	Trane Supply-112420	369.39	BG
2/13/2023	Trane Supply-112420	150.28	BG
2/20/2023	Trane Supply-112420	939.02	BG
2/23/2023	Trane Supply-112420	336.16	BG
2/24/2023	Trane Supply-112420	314.18	BG
2/27/2023	Trane Supply-112420	80.82	BG
2/27/2023	Trane Supply-112420	80.82	BG
3/1/2023	Trane Supply-112420	108.64	BG
3/2/2023	Trane Supply-112420	12.12	BG
2/9/2023	Tst Algonquin Sub Sho	408.24	STAFF
2/6/2023	Tst Baxters American	234.00	TRAVEL
2/6/2023	Tst Baxters American	295.80	TRAVEL
2/17/2023	Tst Baxters American	30.00	TRAVEL
2/20/2023	Tst Baxters American	54.00	STUDENT
2/24/2023	Tst Bh - Bloomington	38.57	TRAVEL
2/27/2023	Tst Bh - Bloomington	257.92	STUDENT
2/23/2023	Tst Cali Bbq	48.33	STAFF
2/16/2023	Tst Casa Rio 2.0	39.76	TRAVEL
2/14/2023	Tst Nothing Bundt Cak	26.00	STAFF
2/13/2023	Tst Southern Belles-	100.00	STAFF
2/6/2023	Tst The Original Panc	20.40	TRAVEL
2/6/2023	Tst Toasted Food Truc	30.80	TRAVEL
2/27/2023	Tst Wok N Fire - Barr	95.77	STUDENT
2/20/2023	U Of I Event Parking	12.00	TRAVEL
2/20/2023	U Of I Event Parking	12.00	TRAVEL
2/20/2023	U Of I Event Parking	12.00	TRAVEL
2/20/2023	U Of I Online Payment	250.00	STAFF
2/27/2023	U Of I Online Payment	30.00	STUDENT
2/16/2023	U Of I Ticket Office	245.00	STUDENT
2/17/2023	U Of I Ticket Office	550.00	STUDENT
2/17/2023	U Of I Ticket Office	350.00	STUDENT
2/17/2023	U Of I Ticket Office	75.00	STUDENT
2/16/2023	Uber Trip	55.46	TRAVEL
2/20/2023	Uber Trip	20.21	TRAVEL
2/20/2023	Uber Trip	33.52	TRAVEL
2/20/2023	Uber Trip	41.40	TRAVEL
2/23/2023	Uber Trip	97.22	TRAVEL
2/24/2023	Uber Trip	100.44	TRAVEL
2/10/2023	United 01624644904853	860.95	TRAVEL
2/10/2023	United 01698302786972	30.00	TRAVEL
2/10/2023	United 01698302786983	30.00	TRAVEL

2/17/2023	United 01698317516781	35.00	TRAVEL
2/20/2023	United 01698322488472	35.00	TRAVEL
2/27/2023	United 01698342371165	35.00	TRAVEL
2/9/2023	University Bookstore#2	179.31	STUDENT
2/10/2023	University Bookstore#2	413.86	STUDENT
2/10/2023	University Bookstore#2	691.20	STUDENT
2/27/2023	Usa Clean By Jon-Don	1663.41	BG
2/6/2023	Usps Po 1600960102	68.40	POSTAGE
2/10/2023	Usps Po 1600960102	63.00	POSTAGE
2/20/2023	Usps Po 1600960102	5.65	POSTAGE
2/20/2023	Usps Po 1613080110	63.00	POSTAGE
2/22/2023	Usps Po 1622380118	28.05	POSTAGE
2/22/2023	Usps Po 1624420121	144.00	POSTAGE
2/6/2023	Village Fresh Market	33.07	FACS
2/17/2023	Village Pizza & Pub	207.00	STUDENT
2/22/2023	Village Pizza & Pub	150.00	STUDENT
2/24/2023	Village Pizza & Pub	-150.00	STUDENT
3/1/2023	Village Pizza & Pub	150.00	STUDENT
3/3/2023	Village Pizza & Pub	224.96	STUDENT
2/23/2023	Walksource, Inc.	139.45	TRAVEL
2/27/2023	Wal-Mart #1413	45.38	STAFF
2/8/2023	Wal-Mart #1531	151.83	FACS
2/9/2023	Wal-Mart #1531	438.37	STUDENT
2/9/2023	Wal-Mart #1531	61.84	STUDENT
2/10/2023	Wal-Mart #1531	52.59	FACS
2/10/2023	Wal-Mart #1531	17.88	STAFF
2/10/2023	Wal-Mart #1531	50.17	STUDENT
2/10/2023	Wal-Mart #1531	98.74	STAFF
2/10/2023	Wal-Mart #1531	487.16	STUDENT
2/13/2023	Wal-Mart #1531	104.02	STUDENT
2/13/2023	Wal-Mart #1531	172.87	FACS
2/13/2023	Wal-Mart #1531	18.50	STAFF
2/13/2023	Wal-Mart #1531	136.13	FACS
2/15/2023	Wal-Mart #1531	5.52	STUDENT
2/15/2023	Wal-Mart #1531	44.52	STUDENT
2/15/2023	Wal-Mart #1531	8.82	STUDENT
2/15/2023	Wal-Mart #1531	70.60	STUDENT
2/16/2023	Wal-Mart #1531	20.78	FACS
2/16/2023	Wal-Mart #1531	91.76	STUDENT
2/16/2023	Wal-Mart #1531	166.80	STUDENT
2/16/2023	Wal-Mart #1531	21.94	STUDENT
2/17/2023	Wal-Mart #1531	58.09	STUDENT
2/17/2023	Wal-Mart #1531	296.34	STUDENT
2/20/2023	Wal-Mart #1531	49.10	STAFF
2/20/2023	Wal-Mart #1531	112.64	STUDENT
2/20/2023	Wal-Mart #1531	46.62	STAFF
2/21/2023	Wal-Mart #1531	90.85	STUDENT
2/22/2023	Wal-Mart #1531	480.24	STUDENT

2/22/2023	Wal-Mart #1531	96.66	STUDENT
2/23/2023	Wal-Mart #1531	162.46	FACS
2/23/2023	Wal-Mart #1531	182.68	STUDENT
2/24/2023	Wal-Mart #1531	164.70	STUDENT
2/24/2023	Wal-Mart #1531	196.44	STUDENT
2/24/2023	Wal-Mart #1531	32.92	STUDENT
2/27/2023	Wal-Mart #1531	26.96	STUDENT
2/27/2023	Wal-Mart #1531	25.00	FACS
2/28/2023	Wal-Mart #1531	38.80	STUDENT
3/1/2023	Wal-Mart #1531	123.99	FACS
3/1/2023	Wal-Mart #1531	47.80	FACS
3/2/2023	Wal-Mart #1531	3.98	FACS
3/2/2023	Wal-Mart #1531	76.72	FACS
3/2/2023	Wal-Mart #1531	60.26	STUDENT
3/3/2023	Wal-Mart #1531	21.46	STUDENT
2/7/2023	Wal-Mart #1814	6.98	STUDENT
3/1/2023	Wal-Mart #1814	396.00	STAFF
2/20/2023	Wal-Mart #3255	66.26	TRAVEL
2/7/2023	Wal-Mart #4641	312.68	STUDENT
2/8/2023	Wal-Mart #4641	9.34	STAFF
2/8/2023	Wal-Mart #4641	182.05	STAFF
2/22/2023	Wal-Mart #4641	42.92	STUDENT
2/22/2023	Wal-Mart #4641	226.19	FACS
2/23/2023	Wal-Mart #4641	136.09	STAFF
3/2/2023	Wal-Mart #4641	175.86	STUDENT
2/7/2023	Wal-Mart #5060	41.40	STAFF
2/14/2023	Wal-Mart #5060	16.39	FACS
2/17/2023	Wal-Mart #5060	120.83	STUDENT
2/17/2023	Wal-Mart #5060	302.72	STUDENT
2/22/2023	Wal-Mart #5060	61.34	STUDENT
3/1/2023	Wal-Mart #5060	32.94	STUDENT
3/1/2023	Wal-Mart #5060	58.10	STAFF
3/2/2023	Wal-Mart #5060	55.44	STAFF
3/2/2023	Wal-Mart #5060	38.86	STAFF
2/22/2023	Wal-Mart #5276	230.89	STUDENT
2/13/2023	Walmart.Com	12.42	STUDENT
3/3/2023	Walmart.Com 8009666546	44.66	STAFF
2/6/2023	Wdw Brown Derby	73.77	TRAVEL
2/6/2023	Wdw Churro Cart	57.25	TRAVEL
2/6/2023	Wdw Tamu Tamu	122.05	TRAVEL
2/10/2023	West Side Electric Sup	77.84	BG
2/10/2023	West Side Electric Sup	173.08	BG
2/17/2023	West Side Electric Sup	185.45	BG
2/6/2023	Wetzels Miracle Mile	78.02	TRAVEL
2/10/2023	Wingstop 1391	72.64	STUDENT
2/7/2023	Wiu-Career Development	25.00	STAFF
2/14/2023	Wm Supercenter #1413	20.48	STUDENT
2/21/2023	Wm Supercenter #1413	102.13	STUDENT

2/13/2023	Wm Supercenter #1814	47.92	STUDENT
2/17/2023	Wm Supercenter #3255	5.14	TRAVEL
2/17/2023	Wm Supercenter #3255	274.25	TRAVEL
2/7/2023	Wm Supercenter #4641	6.98	STUDENT
2/7/2023	Wm Supercenter #4641	196.26	FACS
2/13/2023	Wm Supercenter #4641	190.93	FACS
2/14/2023	Wm Supercenter #4641	41.96	STUDENT
2/17/2023	Wm Supercenter #4641	13.44	STUDENT
2/22/2023	Wm Supercenter #4641	174.60	FACS
2/24/2023	Wm Supercenter #4641	32.82	STUDENT
2/28/2023	Wm Supercenter #4641	343.66	FACS
3/2/2023	Wm Supercenter #4641	207.77	FACS
2/6/2023	Wm Supercenter #5060	6.96	STAFF
2/8/2023	Wm Supercenter #5060	23.35	STUDENT
2/8/2023	Wm Supercenter #5060	64.68	STUDENT
2/8/2023	Wm Supercenter #5060	300.00	STUDENT
2/10/2023	Wm Supercenter #5060	13.02	STUDENT
2/10/2023	Wm Supercenter #5060	64.36	STAFF
2/13/2023	Wm Supercenter #5060	65.50	FACS
2/13/2023	Wm Supercenter #5060	190.98	STAFF
2/15/2023	Wm Supercenter #5060	20.32	STAFF
2/16/2023	Wm Supercenter #5060	152.06	STAFF
2/21/2023	Wm Supercenter #5060	60.72	STUDENT
2/23/2023	Wm Supercenter #5060	71.18	STUDENT
2/24/2023	Wm Supercenter #5060	200.20	STAFF
2/27/2023	Wm Supercenter #5060	156.30	STUDENT
2/27/2023	Wm Supercenter #5060	248.44	STUDENT
2/28/2023	Wm Supercenter #5060	81.19	STUDENT
3/1/2023	Wm Supercenter #5060	5.64	STAFF
3/3/2023	Wm Supercenter #5060	139.64	STAFF
2/16/2023	Woodworkers Supply, I	59.99	STUDENT
2/16/2023	Woodworkers Supply, I	70.38	STUDENT
2/17/2023	Woodworkers Supply, I	129.43	STUDENT
2/20/2023	Woodworkers Supply, I	65.78	STUDENT
2/27/2023	Woodworkers Supply, I	41.58	STUDENT
2/9/2023	Wrestling Mart Llc	254.94	STUDENT
2/13/2023	Wrestling Mart Llc	97.98	STUDENT
2/16/2023	Www Schoolmate Com	815.00	STUDENT
2/7/2023	Www.Augustana.Edu	250.00	STAFF
2/9/2023	Www.Flipsnack.Com	576.00	STAFF
2/20/2023	Www.Prismaticmagic.Com	899.00	STUDENT
2/28/2023	Youngchicagoauthors.Or	225.00	STAFF
2/6/2023	Ziegler-Carpentersvill	71.06	BUILDING
2/15/2023	Ziegler-Carpentersvill	20.26	BG
2/15/2023	Ziegler-Carpentersvill	25.98	BG
2/17/2023	Ziegler-Carpentersvill	47.57	BUILDING
2/17/2023	Ziegler-Carpentersvill	64.96	BUILDING
2/24/2023	Ziegler-Carpentersvill	25.71	BUILDING

2/27/2023	Ziegler-Carpentersvill	38.94	BG
2/27/2023	Ziegler-Carpentersvill	22.98	BUILDING
3/3/2023	Zieglers Ace - Huntley	59.96	STAFF
2/8/2023	Zieglers Ace Hdwe	194.46	BG
2/14/2023	Zieglers Ace Hdwe	16.98	BG
2/17/2023	Zieglers Ace Hdwe	47.51	BG
2/23/2023	Zieglers Ace Hdwe	86.97	BG

TOTAL $182,767.12

ACTIVITY ACCOUNT SUMMARY
FOR MONTH OF: February 28, 2023

		Month to Date			Year To Date			
10254-Bank Accout	School	Month End Receipts	Month End Disbursements	Month End Activity	July 1, 2022 Beginning Book Balance	Year to Date Receipts	Year to Date Disbursements	Year to Date Book Balance
107	Algonquin Lakes	$ 14	$ 324	$ (310)	$ 7,193	$ 9,076	$ 10,037	$ 6,233
108	Algonquin M.S.	$ 1,464	$ 1,333	$ 131	$ 16,522	$ 14,606	$ 15,252	$ 15,876
137	Big Timber Elementary	$ 8	$ -	$ 8	$ -	$ 5,671	$ 3,439	$ 2,232
109	Carpentersville M.S.	$ 4,964	$ 1,527	$ 3,437	$ 22,290	$ 8,683	$ 6,815	$ 24,158
134	DeLacey	$ 46	$ -	$ 46	$ 4,025	$ 3,792	$ 3,164	$ 4,653
110	Dundee-Crown H.S.	$ 10,464	$ 14,526	$ (4,062)	$ 188,792	$ 167,357	$ 188,092	$ 168,057
111	Dundee Highlands	$ 9	$ 262	$ (253)	$ 1,296	$ 1,466	$ 524	$ 2,237
112	Dundee M.S.	$ 7,143	$ 26,556	$ (19,413)	$ 143,189	$ 137,757	$ 144,372	$ 136,575
113	Eastview	$ 4	$ -	$ 4	$ 1,057	$ 1,348	$ 1,134	$ 1,270
130	Gary D Wright	$ 4,009	$ 3,994	$ 15	$ 7,543	$ 7,788	$ 11,091	$ 4,240
114	Gilberts	$ 3,196	$ 1,780	$ 1,416	$ 3,291	$ 5,788	$ 3,157	$ 5,921
115	Golfview	$ 17	$ -	$ 17	$ 5,077	$ 99	$ 63	$ 5,113
116	Hampshire Elem	$ 4,559	$ 1,692	$ 2,867	$ 5,063	$ 12,165	$ 9,225	$ 8,004
117	Hampshire H.S.	$ 6,917	$ 11,933	$ (5,016)	$ 231,926	$ 191,937	$ 162,068	$ 261,794
118	Hampshire M.S.	$ 8,657	$ 13,734	$ (5,077)	$ 72,533	$ 45,058	$ 45,291	$ 72,300
119	H.D. Jacobs H.S.	$ 18,599	$ 24,576	$ (5,977)	$ 153,345	$ 187,443	$ 155,541	$ 185,247
120	Lake In The Hills	$ 19	$ -	$ 19	$ 6,172	$ 1,954	$ 2,424	$ 5,702
121	Lakewood	$ 6,588	$ 6,678	$ (90)	$ 20,065	$ 15,527	$ 14,222	$ 21,370
122	Liberty	$ 10	$ -	$ 10	$ 2,965	$ 58	$ -	$ 3,024
123	Lincoln Prairie	$ 1,125	$ 1,000	$ 125	$ 4,843	$ 7,908	$ 6,343	$ 6,409
124	Meadowdale	$ 7	$ 80	$ (73)	$ 1,584	$ 6,334	$ 5,917	$ 2,001
125	Neubert	$ 9	$ -	$ 9	$ 2,472	$ 2,762	$ 2,467	$ 2,767
126	Parkview	$ 1,479	$ -	$ 1,479	$ 4,235	$ 2,355	$ -	$ 6,589
127	Perry	$ 32	$ -	$ 32	$ 8,839	$ 726	$ 282	$ 9,284
128	Sleepy Hollow	$ 880	$ -	$ 880	$ 699	$ 1,399	$ 735	$ 1,363
129	Westfield	$ 4,374	$ 3,158	$ 1,216	$ 48,067	$ 45,069	$ 43,831	$ 49,305
	Total	$ 84,592	$ 113,152	$ (28,560)	$ 963,082	$ 884,127	$ 835,488	$ 1,011,721

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	7,193.23	9,076.15	10,036.85		6,232.53
Total Cash Accounts	7,193.23	9,076.15	10,036.85	0.00	6,232.53
Other Accounts					
200M-00-00 Special Ed	153.25				153.25
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	39.55				39.55
2030-00-00 Class of 2030	174.62	283.50	324.18		133.94
2031-00-00 Class of 2031	41.69	257.00	278.78		19.91
2032-00-00 Class of 2032	126.26	313.00			439.26
2033-00-00 Class of 2033	407.61				407.61
2034-00-00 Class of 2034	54.98				54.98
2090-10-00 Acting Club	51.46				51.46
2100-10-00 Book Club	0.00				0.00
2111-10-00 After School Band-INACTIVE	0.00				0.00
2140-10-00 4th and 5th Grade Chorus	0.00				0.00
2410-00-00 Culinary Kids 2/3	80.57				80.57
2410-10-00 Culinary Kids 4/5	0.00				0.00
2415-10-00 Science Club	10.31				10.31
2590-10-00 Lady Lions Running Club	460.04				460.04
2590-20-00 Boys Running Club	1,639.36	2,011.00	3,207.00		443.36
4100-00-00 A.M. Fitness Club - Inactive	0.00				0.00
4100-10-10 Fitness Club	899.05				899.05
4100-30-00 Other-DO NOT USE	0.00				0.00
4200-10-00 Birthday Books	85.00	1,045.00	1,130.00		0.00
4200-20-00 Book Fair	0.00	4,918.39	4,918.39		0.00
4210-00-00 Holiday Creations	135.85				135.85
4300-00-00 Yearbook	1,854.26	80.00	178.50		1,755.76
5100-00-00 General Fund	425.98				425.98
5200-10-00 Relay for Life	0.00				0.00
5500-10-00 ALES Grant Awards	18.19				18.19
5700-00-00 Social Committee	245.00				245.00
5900-10-10 Bank Correction Entries	0.00				0.00
6000-00-00 Interest Income	290.20	168.26			458.46
Total Other Accounts	7,193.23	9,076.15	10,036.85	0.00	6,232.53

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris - Checking	16,521.70	14,606.35	15,252.22		15,875.83
Total Cash Accounts	16,521.70	14,606.35	15,252.22	0.00	15,875.83
Other Accounts					
1500-00-00 Bank Corrections	0.00		37.98		(37.98)
2000-10-00 Student Council	446.33	3,950.51	3,741.01		655.83
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-10 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	743.89		743.89		0.00
2027-00-00 Class of 2027	2.42	595.00	400.13		197.29
2028-00-00 Class of 2028	323.52				323.52
2029-00-00 Class of 2029	0.00	2,540.00	1,899.09		640.91
2110-10-00 Band	49.47	1,493.50	1,513.60		29.37
2140-10-00 Chorus	1,766.30		441.60		1,324.70
2150-30-00 Musical	5,058.90				5,058.90
2151-10-00 Music Club	2,144.71		920.80		1,223.91
2155-10-00 Orchestra	0.00				0.00
2220-10-00 Art Club	0.00	315.00	314.43		0.57
2230-10-00 Beta Club	2,139.48	273.40	1,461.68		951.20
2240-00-00 Baking Club	393.80	305.00	297.53		401.27
2250-00-00 Chess Club	0.10				0.10
2251-10-00 Computer Ed. Club	0.00				0.00
2275-10-00 Outdoor Club	0.00				0.00
2290-00-17 Washington DC Trip 2018-2019	2.35			(2.35)	0.00
2391-10-00 AVID	769.89	2,021.00	1,169.76		1,621.13
2430-10-00 Special Ed Community Trips	5.50				5.50
2481-10-00 Yearbook - M.S.	0.00				0.00
2570-10-00 Battle of the Books	0.00				0.00
2580-30-00 Student Awards	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
3000-20-00 Sports Club	0.00				0.00
3010-10-00 Ski Club	0.00				0.00
3020-00-00 Wrestling	227.86				227.86
3100-10-00 Volleyball-7th grade	0.00				0.00
3100-20-00 Volleyball - 8th grade	143.27		117.33		25.94
3110-10-00 Cross Country	17.05	925.00	874.50		67.55
3210-00-00 Boys Basketball	79.88				79.88
3210-10-00 Girls Basketball	8.36	27.96			36.32
3230-10-00 Track and Field	138.75				138.75
3250-20-10 Poms	161.54	55.18	69.49		147.23
3350-20-10 Cheerleading	12.67	34.90			47.57
4100-10-00 PBIS	0.54	1,025.04	211.74		813.84
4100-20-00 Low Incidence Class Supplies	17.05			(17.05)	0.00
4100-30-00 General	9.60			(9.60)	0.00
4300-30-00 Staff Account	31.45	439.00	309.96	29.00	189.49

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
5110-10-00 D300 Honors Band Concert	102.20				102.20
5110-20-00 MB Jazz Ensembles	870.00				870.00
5200-00-00 Physical Education Fund	835.68	253.62	707.70		381.60
6000-30-00 Interest Income	19.14	352.24	20.00		351.38
Total Other Accounts	16,521.70	14,606.35	15,252.22	0.00	15,875.83

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 BMOHarris Checking Account	0.00	5,671.13	3,439.24		2,231.89
Total Cash Accounts	0.00	5,671.13	3,439.24	0.00	2,231.89
Other Accounts					
2000-10-10 Student Council	0.00				0.00
2000-20-20 LEAP Classrooms	0.00				0.00
2030-00-00 Class of 2030	0.00	1,150.00	1,084.51		65.49
2031-00-00 Class of 2031	0.00	75.00			75.00
2032-00-00 Class of 2032	0.00	130.00			130.00
2033-00-00 Class of 2033	0.00	145.00			145.00
2034-00-00 Class of 2034	0.00	1,415.00	1,105.22		309.78
2035-00-00 Class of 2035	0.00	1,301.00	1,249.51		51.49
3100-10-00 Scholastic Book Fairs	0.00				0.00
3100-20-00 Math and Reading Night	0.00				0.00
4100-30-00 General	0.00	170.00			170.00
5100-10-00 PBIS	0.00	390.00			390.00
5100-10-10 Staff Sunshine Account	0.00	860.00			860.00
6000-00-00 Interest Income	0.00	35.13			35.13
Total Other Accounts	0.00	5,671.13	3,439.24	0.00	2,231.89

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	22,290.28	8,682.84	6,815.30		24,157.82
Total Cash Accounts	22,290.28	8,682.84	6,815.30	0.00	24,157.82
Other Accounts					
1000-10-10 Banking Corrections	0.00				0.00
2000-10-00 Student Council	627.53	4,760.18	2,927.63		2,460.08
2015-00-10 Class of 2015-Inactive	0.00				0.00
2015-00-20 Class of 2015-Inactive	0.00				0.00
2015-00-30 Class of 2015-Inactive	0.00				0.00
2016-00-10 Class of 2016-Inactive	0.00				0.00
2016-00-20 Class of 2016-Inactive	0.00				0.00
2016-00-30 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.07			(0.07)	0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.84			(0.84)	0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	13.85			(13.85)	0.00
2024-00-00 Class of 2024-Inactive	205.85			(205.85)	0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	0.00				0.00
2105-00-00 Man in Demand/Dare to be Rare	447.56				447.56
2110-10-00 Music	1,871.76				1,871.76
2110-20-00 MB Jazz	420.00				420.00
2111-10-00 Title Field Trips All Grades	0.00				0.00
2120-10-00 Drama	2,099.05		1,774.93		324.12
2140-10-00 Chorus	945.75				945.75
2221-10-00 Art Club	10.00				10.00
2230-10-00 Beta Club	858.75	184.75	520.82		522.68
2240-00-00 PBIS	0.00				0.00
2481-10-00 Yearbook	175.56				175.56
2499-30-00 School Store	0.00				0.00
2590-40-00 Relay for Life	2.00				2.00
2670-20-00 Book Fair	13.14				13.14
3250-20-10 Poms	3,806.14		267.98		3,538.16
3350-20-10 Cheerleading	4,676.57		322.00		4,354.57
4101-30-00 AVID	4,031.98	490.00	790.36		3,731.62
4210-20-00 General	0.00	2,169.00		220.61	2,389.61
4300-30-00 Sunshine	769.83	645.00			1,414.83
6000-00-00 Interest	1,314.05	433.91	211.58		1,536.38
Total Other Accounts	22,290.28	8,682.84	6,815.30	0.00	24,157.82

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris Cash Account	4,024.56	3,792.40	3,164.30		4,652.66
Total Cash Accounts	4,024.56	3,792.40	3,164.30	0.00	4,652.66
Other Accounts					
1100-00-00 Bank Corrections	0.00	30.00			30.00
4100-00-00 Student Memorial Fundraiser	0.00				0.00
4500-10-00 Box Top Label Collection	54.59	59.10			113.69
4600-30-00 Postage-Inactive	0.00				0.00
4700-00-00 Pyramid Model Committee	647.18				647.18
5100-00-00 General Student Activities	350.22	885.04	855.04		380.22
5110-00-00 Birth to 3 Program	360.75				360.75
5200-00-00 PBIS	2,558.13	2,730.00	2,309.26		2.978.87
5300-00-00 Relay for Life-Inactive	0.00				0.00
5400-00-00 deLacey Diaper Drive-Inactive	0.00				0.00
6000-00-00 Interest Income	53.69	88.26			141.95
Total Other Accounts	4,024.56	3,792.40	3,164.30	0.00	4,652.66

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 Amcore Activity Checking Acct	0.00				0.00
1000-00-10 Harris - Checking	188,791.77	167,357.13	188,091.96		168,056.94
Total Cash Accounts	188,791.77	167,357.13	188,091.96	0.00	168,056.94
Other Accounts					
1000-10-10 Banking Corrections	(63.00)	37.98			(25.02)
2000-10-00 Student Council	31,417.82	35,219.14	53,398.89	(6,500.00)	6,738.07
2009-00-00 Class of 2009	0.00				0.00
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2015-00-00 Class of 2015	0.00				0.00
2016-00-00 Class of 2016	0.00				0.00
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2095-10-00 Animation Club	154.49				154.49
2110-10-00 Instrumental Music	0.00	3,100.00	1,162.82		1,937.18
2113-10-00 Band Trip	0.00				0.00
2120-10-00 Drama Club	9,506.27		2,233.31		7,272.96
2120-20-00 Musical Account	6,153.83	12,970.00	11,148.21		7,975.62
2130-10-00 Auditorium	0.00				0.00
2140-10-00 Choral Music	5,456.13	500.00	526.16		5,429.97
2145-30-00 D300 Music Festival	0.00				0.00
2145-50-00 Orchestra	10,488.55	10,559.00	20,425.52		622.03
2151-10-00 Music Dept.-INACTIVE	0.00				0.00
2156-10-00 PROM	0.00				0.00
2200-10-00 Amnesty International	0.00				0.00
2210-30-00 Anatomy FT Fund - Inactive	0.00				0.00
2219-10-00 Adelante Club	289.27				289.27
2220-10-00 Art Club	0.00				0.00
2222-10-00 Ceramics	0.00				0.00
2223-10-00 Charger Pride-Student Incentiv	0.00				0.00
2223-20-00 Charger Pride-Staff	7,027.06		716.50		6,310.56
2224-10-00 Choir - DCHS	0.00				0.00
2225-10-00 Chemistry Club	0.00				0.00
2230-10-00 Beta Club	1,587.13	1,280.00	1,108.00		1,759.13
2235-10-00 SAFE	4,390.24		671.82		3,718.42
2240-10-00 Black History Club	0.00		53.00	500.00	447.00
2252-10-00 Culinary	2,416.08	450.00	432.38		2,433.70
2255-10-00 Construction Club	0.00				0.00
2256-10-00 DC1 Heart Dance	66.75				66.75
2256-10-10 DC Steppers	0.00				0.00
2256-10-20 New Generation Dance	0.00				0.00
2256-10-30 Latin Dancing	175.00				175.00
2257-10-00 Earth/Space Club/Field Trips-I	0.00				0.00
2258-10-00 English Department	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2259-10-10 Electricity Fund	2,038.26	525.20			2,563.46
2260-10-00 Industrial Ed Club	524.84				524.84
2261-10-10 Ukulele Club	0.00				0.00
2263-10-00 Rotary Interact	1,186.16				1,186.16
2270-10-00 Enviro Science FT-Inactive	0.00				0.00
2275-10-00 Field Trips - Science	2,993.62	6,616.00	4,272.62		5,337.00
2276-10-00 Field Trips	0.00				0.00
2280-10-00 Environmental Grants Fund	250.39				250.39
2280-20-00 Environmental Club	598.48	1,443.00	778.11		1,263.37
2282-10-00 GirlUp	656.83				656.83
2285-10-00 Recycling Club	500.00				500.00
2290-10-00 Library Club	0.00				0.00
2300-10-00 ESL - English Second Language	80.50				80.50
2310-10-00 World Language (French) Club	4,246.60		296.20		3,950.40
2320-10-00 German Club	0.00				0.00
2330-10-00 Spanish Club	0.00				0.00
2340-10-00 Science Olympiad	40.00	306.15			346.15
2360-10-00 Gifted Club	0.00				0.00
2370-10-00 FACS Club	1,157.00				1,157.00
2375-10-00 Literary Arts Magazine	1,780.00	936.61	276.22		2,440.39
2380-10-00 Journalism Club - Inactive	0.00				0.00
2385-10-00 Poetry Club-Souls Spill Ink	1,457.57		363.94		1,093.63
2390-10-00 National Honor Society	1,882.91	2,136.00	2,270.00		1,748.91
2391-10-00 AVID	3,737.02	2,048.34	3,105.35		2,680.01
2392-00-00 PSI Alpha	0.00				0.00
2395-00-00 Youth in Law	243.00				243.00
2400-10-00 Peer Mediation	0.00				0.00
2401-10-00 Conflict Mediation	0.00				0.00
2408-10-00 GSA/LGBT Support Group	628.18		105.06	500.00	1,023.12
2410-10-00 REACH	0.00				0.00
2420-10-00 SEA-Level	0.00				0.00
2439-00-00 Peer Tutoring	0.00				0.00
2439-10-00 Freshman Mentors	298.30				298.30
2440-10-00 Individual Speech Club	0.00				0.00
2450-10-00 Debate Team	1,786.74		743.42		1,043.32
2465-10-00 VOICES	0.00				0.00
2470-10-00 Year in Review Video	0.00				0.00
2480-10-00 Yearbook	0.00	30.00			30.00
2510-10-00 O.L.A.S.	0.00				0.00
2520-10-00 VFW Essay Contest	0.00				0.00
2526-10-00 Auto Shop	66.00		66.00		0.00
2530-10-00 Chess Club	0.00				0.00
2540-10-00 Bilingual Club	0.00				0.00
2550-10-00 Fishing Club	0.00				0.00
2590-20-00 Woodshop	315.38				315.38
2590-30-00 Color Run	0.00				0.00
2590-40-00 Relay for Life	688.95				688.95
2591-10-00 Fight the Stigma	256.25	500.00			756.25
2592-10-00 Minority Leadership	193.00				193.00
2618-10-10 Operation Click	2,858.00	796.00			3,654.00
2700-10-10 Work Program/School Store	0.00				0.00
2700-10-20 Work Program/Buttons/Store	1,342.99	30.00	136.86		1,236.13
2800-10-00 INCubator Grant - Business	13,817.37				13,817.37
2800-10-01 INCubator-POPtime-INACTIVE	0.00				0.00
2800-10-02 INCubator-ToothpasteTab-INACTI	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2800-10-05 INCubator -SnapCase-INACTIVE	0.00				0.00
2800-10-06 INCubator-Extra Hand-INACTIVE	0.00				0.00
2800-10-07 INCubator-Party Bag-INACTIVE	0.00				0.00
2800-10-09 INCubator-Underground-INACTIVE	0.00				0.00
2800-10-10 INCubator-MaleBox-INACTIVE	0.00				0.00
2800-10-13 INCubator-FirstSTEP-INACTIVE	0.00				0.00
2800-10-14 INCubator - Poppin Party-INACT	0.00				0.00
3100-20-20 Baseball	131.87	6,861.56	6,401.03		592.40
3150-20-10 Softball	1,393.80		2,737.64	500.00	(843.84)
3200-20-10 Girls Basketball	1,063.45	5,771.00	2,146.47		4,687.98
3200-20-20 Boys Basketball	9,084.59	1,050.00	453.40		9,681.19
3210-20-10 Girls Bowling	576.81		92.20		484.61
3250-00-00 Dance Team (Poms)	1,221.07	5,136.98	5,195.29		1,162.76
3252-20-10 Winter Guard	0.00				0.00
3300-20-10 Girls Soccer	1,995.18		55.00		1,940.18
3300-20-20 Boys Soccer	1,785.81	4,622.00	5,992.50		415.31
3350-20-10 Cheerleading	33.19	31,243.24	21,441.00		9,835.43
3400-20-10 Girls Tennis	1,304.69	1,670.00	1,922.57		1,052.12
3400-20-20 Boys Tennis	2,113.52		600.94		1,512.58
3450-20-10 Girls Swimming	174.49	2,175.00	2,330.00		19.49
3500-20-10 Girls Track	3,136.90				3,136.90
3500-20-20 Boys Track	615.88		725.76		(109.88)
3600-20-10 Girls Golf	288.08	700.00	923.88		64.20
3600-20-20 Boys Golf	4,259.40		17.98		4,241.42
3650-20-10 Boys Lacrosse	811.11		797.75		13.36
3700-20-10 Football	3,530.14	14,862.50	15,320.93		3,071.71
3800-20-00 Cross Country	4,775.84	1,519.00	6,211.25		83.59
3850-20-00 Wrestling	2,889.46	2,568.00	3,424.51		2,032.95
3900-20-00 Volleyball	7,164.11	4,747.00	3,776.55		8,134.56
3999-20-00 Super Fans	592.72				592.72
4000-10-00 Sr. Class Gift	5,012.96			5,000.00	10,012.96
4100-30-00 General	3,564.02	125.67			3,689.69
4103-30-00 Coffee Club 2	0.00				0.00
4300-20-00 Sunshine Club/Staff Pride	1,341.07	650.00	756.82		1,234.25
4300-30-00 Guidance Fund	0.00				0.00
4405-30-00 Excel	0.00				0.00
4700-30-00 Scholarships	1,935.67		2,000.00		(64.33)
4750-10-00 Testing Prep	2,618.00				2,618.00
5000-10-10 Posadas Fundraiser	0.00				0.00
5000-30-00 Charger Golf Outing	0.00				0.00
5000-50-50 D300 United	0.00				0.00
5100-00-00 DO NOT USE	0.00				0.00
6000-00-00 Interest Income	687.98	4,171.76	478.10		4,381.64
Total Other Accounts	188,791.77	167,357.13	188,091.96	0.00	168,056.94

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,295.52	1,465.85	523.93		2,237.44
Total Cash Accounts	1,295.52	1,465.85	523.93	0.00	2,237.44
Other Accounts					
2000-10-00 Student Council	183.00				183.00
200A-00-00 Kindergarten-inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2021-10-00 Class of 2021 FT-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2022-10-00 Class of 2022 FT-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-00 Class of 2023 FT-Inactive	0.00				0.00
2024-00-00 Class of 2024-inactive	0.00				0.00
2024-10-00 Class of 2024 FT-inactive	0.00				0.00
2025-00-00 Class of 2025-inactive	0.00				0.00
2025-10-00 Class of 2025 FT-inactive	0.00				0.00
2026-00-00 Class of 2026-inactive	0.00				0.00
2026-10-00 Class of 2026 FT-inactive	0.00				0.00
2027-00-00 Class of 2027-inactive	0.00				0.00
2027-10-00 Class of 2027 FT-inactive	0.00				0.00
2028-00-00 Class of 2028-inactive	0.00				0.00
2028-10-00 Class of 2028 FT-inactive	0.00				0.00
2029-00-00 Class of 2029-inactive	0.00				0.00
2029-10-00 Class of 2029 FT-inactive	0.00				0.00
2030-00-00 Class of 2030	0.00				0.00
2030-10-00 Class of 2030 Field Trips	488.48				488.48
2031-00-00 Class of 2031	0.00				0.00
2031-10-00 Class of 2031 Field Trips	20.30				20.30
2032-00-00 Class of 2032	0.00				0.00
2032-10-00 Class of 2032 Field Trips	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2033-10-00 Class of 2033 Field Trips	0.00	150.00	87.31		62.69
2034-00-00 Class of 2034	0.00				0.00
2034-10-00 Class of 2034 Field Trips	126.67	210.00	87.31		249.36
2035-00-00 Class of 2035	0.00				0.00
2035-10-00 Class of 2035 Field Trips	0.00	150.00	87.31		62.69
2216-00-00 White Pines-inactive	0.00				0.00
2550-10-00 Chorus	67.73				67.73
2560-30-00 Media Center-inactive	0.00				0.00
2590-40-00 Relay for Life-inactive	0.00				0.00
2618-40-00 Girls on the Run-inactive	0.00				0.00
4100-30-00 General Fund	156.16	262.00	262.00		156.16
4101-00-00 Field Trips-inactive	0.00				0.00
4200-10-00 Service Club	0.00	656.50			656.50
4300-30-00 Social Committee	163.66				163.66
5110-10-00 Spirit Wear Students-inactive	0.00				0.00
5110-20-00 Spirit Wear Faculty-inactive	0.00				0.00
5200-00-00 Fundraiser-Cookie Dough-inacti	0.00				0.00
5300-10-00 Fun Run-inactive	0.00				0.00
5310-00-00 iReady	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
5400-00-00 NED Assembly-inactive	0.00				0.00
6000-00-00 Interest Income	89.52	37.35			126.87
Total Other Accounts	1,295.52	1,465.85	523.93	0.00	2,237.44

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 First American Bank Checking	0.00				0.00
1000-00-10 Harris - Checking	143,189.24	137,757.47	144,372.15		136.574.56
Total Cash Accounts	143,189.24	137,757.47	144,372.15	0.00	136,574.56
Other Accounts					
2000-10-00 Cardunal Council (Student)	1,315.68		493.00		822.68
2016-00-10 Class of 2016-A(DEL:2yr 15/16)	0.00				0.00
2016-00-20 Class of 2016-B(DEL:2yr 15/16)	0.00				0.00
2017-00-10 Class of 2017-A(DEL:2yr 15/16)	0.00				0.00
2017-00-20 Class of 2017-B(DEL:2yr 15/16)	0.00				0.00
2018-00-10 Class of 2018-A(DEL:2yr 16/17)	0.00				0.00
2018-00-20 Class of 2018-B(DEL:2yr 16/17)	0.00				0.00
2019-00-00 Class of 2019-A (9A 15/16)	0.00				0.00
2019-00-20 Class of 2019-B (9B 15/16)	0.00				0.00
2020-00-00 Class of 2020-A (8A 15/16)	0.00				0.00
2020-00-20 Class of 2020-B (8B 15/16)	0.00				0.00
2021-00-10 Class of 2021 - A	0.00				0.00
2021-00-20 Class of 2021 - B	0.00				0.00
2022-00-10 Class of 2022 - A	0.00				0.00
2022-00-20 Class of 2022 - B	0.00				0.00
2023-00-10 Class of 2023 - A	0.00				0.00
2023-00-20 Class of 2023 - B	0.00				0.00
2024-10-00 Class of 2024 - A	0.00				0.00
2024-20-00 Class of 2024 - B	0.00				0.00
2025-10-00 Class of 2025 - A	435.16				435.16
2025-20-00 Class of 2025 - B	544.19				544.19
2026-00-00 Class of 2026-A	961.02				961.02
2026-10-00 Class of 2026-B	1,577.33				1,577.33
2026-20-00 Class of 2026-C	216.54				216.54
2027-10-00 Class of 2027-A	0.00				0.00
2027-20-00 Class of 2027-B	0.00				0.00
2028-10-00 Class of 2028-A	77.92				77.92
2028-20-00 Class of 2028-B	535.00				535.00
2029-10-00 Class of 2029-A	0.00	406.58			406.58
2029-20-00 Class of 2029-B	0.00	406.56			406.56
20TG-00-00 Universal Team (PBIS)	2,146.69	1,370.61	2,065.18		1,452.12
20TY-00-00 Secondary Team	19.59				19.59
2110-10-00 Band	5,595.43	1,020.00	16,571.37	10,000.00	44.06
2130-10-00 Music Department	31,928.32	66,456.00	48,541.04	(30,000.00)	19,843.28
2140-10-00 Chorus/Vocal	4,740.46	1,063.47	3,648.58	10,000.00	12,155.35
2150-30-00 Musical/Ensembles	21,460.46		2,770.00		18,690.46
2155-10-00 Orchestra	12,522.22		8,976.04	10,000.00	13.546.18
2220-10-00 Art Club	4,068.15	330.00			4,398.15
2230-10-00 Beta Club	1,504.75		90.00	(150.00)	1,264.75
2380-10-00 Targeted Intervention Team	13.53				13.53
2391-10-00 AVID	2,687.82	5,590.88	2,777.37		5.501.33
2425-10-00 Exploratory/Spanish	446.34				446.34
2429-00-00 Mentoring	0.00				0.00
2430-10-00 Special Ed/Schiller(DEL:15/16)	0.00				0.00
2431-10-00 Life Program (SPED)	560.07	570.00	387.74		742.33
2433-10-00 Special Ed/Balleto (DEL:15/16)	0.00				0.00
2435-10-00 S.O.A.R.	1,602.30	1,500.30	2,096.61	282.79	1,288.78
2436-10-00 SWANS	40.00				40.00
2437-10-00 ELL/Eng.Lang.Learner(DEL16/17)	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2481-10-00 Yearbook Club	94.96				94.96
2530-10-00 Chess Club	0.00	360.00			360.00
2560-30-00 Book Club	6.15				6.15
2565-00-00 Bracelet Club	0.00	110.00		100.00	210.00
2570-30-00 IMC	630.17		100.00		530.17
2580-30-00 Incentive	0.00				0.00
2590-10-00 Lions	16.11				16.11
2590-40-00 Relay for Life	400.73				400.73
2615-10-00 Midnight Mile	18,897.26	9,600.00	13,248.73		15.248.53
2619-10-00 Cardunal Care	662.84	1,638.75			2,301.59
2620-10-00 Scrapbook	102.00				102.00
2625-10-00 Schoolpalooza	517.22				517.22
2630-10-00 Ski Club	2,330.79	20,552.00	16,321.00	(382.79)	6.179.00
2631-10-00 Washington D.C. Trip	201.77	14,258.00	14,456.00		3.77
2635-10-00 Snowflake	1,331.31				1,331.31
2640-20-00 Science Fair Club - 7th grade	0.00				0.00
2640-30-00 Science Fair Club - 8th grade	0.00				0.00
2645-10-00 Homework Club	0.00				0.00
2650-10-00 Jazz Band	7.50				7.50
2655-10-00 Battle of the Books	5.30				5.30
2660-10-00 8th Grade Video(DEL:2yr16/17)	0.00				0.00
2665-10-00 Spelling Bee	21.34				21.34
2670-10-00 Robotics	523.00	531.52			1.054.52
2675-00-00 STEM	65.35				65.35
2680-00-00 Yoga Club	0.00				0.00
3000-20-00 Athletics (DEL:2yr 15/16)	0.00				0.00
3010-00-00 Ultimate Club	1,077.12				1.077.12
3207-20-10 Girls Basketball - 7th	35.71				35.71
3207-20-20 Boys Basketball - 7th	0.62				0.62
3208-20-10 Girl's Basketball - 8th	35.02		(98.99)		134.01
3208-20-20 Boy's Basketball - 8th	1.92				1.92
3250-20-10 Poms	21.36				21.36
3253-20-10 Intramural Basketball	82.06				82.06
3254-20-00 Intramural Poms	0.00				0.00
3350-20-10 Cheerleading	31.80				31.80
3400-10-00 Color Guard	178.49	240.00	206.00		212.49
3500-10-00 Track - Boys	8.20				8.20
3500-20-00 Track - Girls	0.00				0.00
3500-20-10 Girls Track	356.93				356.93
3500-20-20 Boys Track	0.00				0.00
3600-10-00 Flag Football	302.45	1,489.00	1,341.85		449.60
3800-20-00 Cross Country	315.42	113.36	300.00		128.78
3800-20-10 Marathon Club - 6th Gr.CC Only	16.00				16.00
3840-10-00 Wiffle Ball	377.17	1,010.00	929.01		458.16
3850-20-00 Wrestling	183.92	125.25			309.17
3900-20-00 Volleyball	2.22	89.54	155.88		(64.12)
4100-30-00 General	422.55	25.00		(100.00)	347.55
4110-10-00 Outdoor Club	4,901.74	5,602.83	6,646.44	100.00	3.958.13
4210-00-00 Fall Play	4,368.45		1,133.89		3.234.56
4220-00-00 Street Ensemble	143.19				143.19
4230-00-00 Buddy Club	185.59				185.59
4300-30-00 Faculty (Social) Fund	136.00				136.00
4400-30-00 Fitness Club (PE)	5,615.26				5.615.26
4500-30-00 Flower Fund	42.35	270.00	62.90		249.45
6000-00-00 Interest Income	3,684.93	3,027.82	1,127.73		5,585.02

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
6000-10-00 Bank Corrections	(150.00)		24.78	150.00	(24.78)
Total Other Accounts	143,189.24	137,757.47	144,372.15	0.00	136,574.56

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,056.55	1,348.12	1,134.43		1,270.24
Total Cash Accounts	1,056.55	1,348.12	1,134.43	0.00	1,270.24
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	59.55				59.55
2030-00-00 Class of 2030	320.66				320.66
2031-00-00 Class of 2031	105.73				105.73
2032-00-00 Class of 2032	0.00				0.00
2033-00-00 Class of 2033	0.00	546.00	378.00		168.00
2034-00-00 Class of 2034	0.00	780.00	756.43		23.57
2035-00-00 Class of 2035	0.00				0.00
2036-00-00 Class of 2036	0.00				0.00
2100-10-10 Julie Voss Class-Inactive	0.10				0.10
2100-20-10 LEAP Program	15.00				15.00
2580-10-00 Action for Alzheimer	0.00				0.00
2590-30-00 Bear Necessities Fundraiser	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
4100-30-00 Miscellaneous	250.95				250.95
5010-00-00 Library Books (Birthday Club)	232.59				232.59
5020-10-00 Jump Rope for Heart-Inactive	0.00				0.00
6000-00-00 Interest Income	71.97	22.12			94.09
Total Other Accounts	1,056.55	1,348.12	1,134.43	0.00	1,270.24

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	7,543.05	7,788.17	11,090.92		4,240.30
Total Cash Accounts	7,543.05	7,788.17	11,090.92	0.00	4,240.30
Other Accounts					
2000-10-00 Student Council	0.00				0.00
200M-00-00 DO NOT USE	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028-Inactive	0.00				0.00
2029-00-00 Class of 2029-Inactive	1,462.09		1,462.09		0.00
2030-00-00 Class of 2030	638.10	2,760.00	2,864.58		533.52
2031-00-00 Class of 2031	248.01	900.00	975.00		173.01
2032-00-00 Class of 2032	441.28		130.00		311.28
2033-00-00 Class of 2033	73.50				73.50
2034-00-00 Class of 2034	18.50				18.50
2035-00-00 Class of 2035	0.00				0.00
2140-10-10 Chorus	1,671.35	4,013.75	4,849.25		835.85
2151-10-00 Music Dept.	0.00				0.00
2499-20-00 Apparel Store	0.11				0.11
2499-30-00 School Store	0.00				0.00
2580-00-00 K Student Incentive	0.00				0.00
2580-00-10 1st Gr Student Incentive	0.00				0.00
2580-00-20 2nd Gr Student Incentive	0.00				0.00
2580-00-30 3rd Gr Student Incentive	0.00				0.00
2580-00-40 4th Gr Student Incentive	0.00				0.00
2580-00-50 5th Gr Student Incentive	0.00				0.00
2585-10-00 Library Fundraiser	0.00				0.00
2590-30-00 Girls on the Run	5.00				5.00
2590-40-00 Relay for Life	0.00				0.00
2590-50-00 Polar Plunge Fund-Inactive	0.00				0.00
2618-30-00 Funds for Cancer-Inactive	0.00				0.00
2700-10-00 Ozzie Reading Club	0.00				0.00
4100-30-00 General	638.73	9.25	420.00		227.98
4300-20-00 Staff Wear	75.00				75.00
5010-10-00 PBIS	1,491.65		390.00		1,101.65
5100-10-00 Staff Sunshine Account	0.00				0.00
6000-00-00 Interest Income	779.73	105.17			884.90
Total Other Accounts	7,543.05	7,788.17	11,090.92	0.00	4,240.30

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,290.70	5,787.66	3,157.09		5,921.27
Total Cash Accounts	3,290.70	5,787.66	3,157.09	0.00	5,921.27
Other Accounts					
2000-20-00 LIFE Program	1,004.02	391.00	151.50		1,243.52
2000-30-00 Reading	0.00				0.00
200S-00-00 PK	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019 / 5th Grade-Inac	0.00				0.00
2020-00-00 Class of 2020 / 5th Grade-Inac	0.00				0.00
2021-00-00 Class of 2021 / 5th Grade-Inac	0.00				0.00
2022-00-00 Class of 2022 - 5th Grade-Inac	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-10 Class of 2023-5th Grade Social	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	757.59				757.59
2030-00-00 Class of 2030	469.16		100.00		369.16
2031-00-00 Class of 2031	138.02	585.00	540.00		183.02
2032-00-00 Class of 2032	263.04	1,470.00	1,240.00		493.04
2033-00-00 Class of 2033	0.00	950.00	925.59		24.41
2034-00-00 Class of 2034	0.00		200.00		(200.00)
2151-10-00 Music Dept.	0.00				0.00
2276-10-00 Field Trips	27.02				27.02
2277-10-00 Field Days	164.18				164.18
2560-30-00 Media	0.00				0.00
2590-40-00 Relay for Life	0.00	2,319.40			2,319.40
4100-30-00 General	444.78	21.61		(21.61)	444.78
5000-10-00 Staff Social Account	18.55				18.55
6000-00-00 Interest Income	4.34	50.65		21.61	76.60
Total Other Accounts	3,290.70	5,787.66	3,157.09	0.00	5,921.27

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	5,077.01	98.89	63.00		5,112.90
Total Cash Accounts	5,077.01	98.89	63.00	0.00	5,112.90
Other Accounts					
2021-00-00 Class of 2021	0.00				0.00
2021-10-00 Class of 2021 Field Trips	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2022-10-00 Class of 2022 Field Trips	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2023-10-00 Class of 2023 Field Trips	29.09				29.09
2024-00-00 Class of 2024	0.00				0.00
2024-10-00 Class of 2024 Field Trips	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2025-10-00 Class of 2025 Field Trips	144.28				144.28
2026-00-00 Class of 2026	0.00				0.00
2026-10-00 Class of 2026 Field Trips	73.46				73.46
2027-10-00 Class of 2027 Field Trips	0.00				0.00
2028-10-00 Class of 2028 Field Trips	165.50				165.50
2029-10-00 Class of 2029 Field Trips	0.00				0.00
2030-00-00 Class of 2030	0.00				0.00
2030-10-00 Class of 2030 Field Trips	25.00				25.00
2031-00-00 Class of 2031	0.00				0.00
2031-10-00 Class of 2031 Field Trips	0.00				0.00
2032-00-00 Class of 2032	0.00				0.00
2032-10-00 Class of 2032 Field Trips	0.00		63.00		(63.00)
2033-00-00 Class of 2033	0.00				0.00
2033-10-00 Class of 2033 Field Trips	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2034-10-00 Class of 2034 Field Trips	0.00				0.00
2035-00-00 Class of 2035	0.00				0.00
2035-10-00 Class of 2035 Field Trips	0.00				0.00
2151-10-20 Summer Music Camp	268.29				268.29
2155-10-00 Art Summer Camp	0.00				0.00
2276-10-00 Field Trips	0.02				0.02
2590-40-00 Relay for Life	144.00				144.00
4100-10-00 Family Resource Night	0.00				0.00
4100-20-00 Event Fund	472.43				472.43
4100-30-00 General	1,718.97				1,718.97
4210-00-00 Scholastic Book Fair-Fall	3.59				3.59
4220-00-00 Scholastic Book Fair-Spring	427.62				427.62
4230-00-00 Birthday Book Club	0.00				0.00
4240-00-00 Coin War	0.00				0.00
4250-00-00 Book Fiesta	0.00				0.00
4260-00-00 Santa's Workshop	0.00				0.00
4270-00-00 PBIS	202.10				202.10
4300-30-00 Teacher Special	0.66				0.66
4500-00-00 Social Committee	29.73				29.73
4600-10-00 Change Drawer	231.00				231.00
5000-10-10 Staff Spirit Wear	154.33				154.33
5000-20-10 Student Spirit Wear	493.23				493.23
5000-30-00 Playground Equipment	0.00				0.00
6000-00-00 Interest Income	493.71	98.89			592.60
Total Other Accounts	5,077.01	98.89	63.00	0.00	5,112.90

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris Bank Checking	5,063.10	12,165.37	9,224.79		8,003.68
Total Cash Accounts	5,063.10	12,165.37	9,224.79	0.00	8,003.68
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028-Inactive	0.00				0.00
2029-00-00 Class of 2029-Inactive	22.16			(22.16)	0.00
2030-00-00 Class of 2030	0.00	2,961.00	112.00		2,849.00
2031-00-00 Class of 2031	448.00	798.00	739.98	(231.38)	274.64
2032-00-00 Class of 2032	619.50				619.50
2033-00-00 Class of 2033	0.00	770.00	703.15		66.85
2034-00-00 Class of 2034	137.11	630.00	626.14		140.97
2035-00-00 Class of 2035	0.00	1,095.00	1,036.00		59.00
2120-10-00 Birthday Books-Inactive	0.00				0.00
2120-20-00 One School One Book-Inactive	0.00				0.00
2140-20-00 Chorus	0.00	1,840.75	1,999.75	159.00	0.00
2270-10-00 Environmental Science	0.00	280.00	56.90		223.10
2276-10-00 Field Trips	225.49			231.38	456.87
2550-00-00 L2IFE-Inactive	0.00				0.00
2590-40-00 Relay for Life-Inactive	0.00				0.00
2618-40-00 Donations-Inactive	0.00				0.00
4100-30-00 General	603.28	40.46	450.00	263.16	456.90
5000-50-50 D300 United-Inactive	0.00				0.00
5100-00-00 Scholastic Book Fair	2,313.33	2,421.34	2,993.15		1,741.52
5110-00-00 Yearbook	0.00	96.00			96.00
5120-00-00 Playground-Inactive	0.00				0.00
5200-00-00 Sunshine Staff Account	246.58	1,122.00	507.72	(400.00)	460.86
6000-00-00 Interest Income	447.65	110.82			558.47
6000-10-00 Banking Corrections	0.00				0.00
Total Other Accounts	5,063.10	12,165.37	9,224.79	0.00	8,003.68

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	231,925.69	191,936.92	162,068.42		261,794.19
Total Cash Accounts	231,925.69	191,936.92	162,068.42	0.00	261,794.19
Other Accounts					
1000-10-10 Banking Corrections	(150.00)		50.00	150.00	(50.00)
2000-10-00 Student Council	848.77	169.00	358.90		658.87
2009-00-00 Class of 2009	0.00				0.00
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2014-10-00 Homecoming	21,402.66	22,540.00	9,032.46	(750.00)	34,160.20
2015-00-00 Class of 2015	0.00				0.00
2015-10-10 Class of 2015 Statue Maintenan	69.26				69.26
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022	3,115.55				3,115.55
2023-00-00 Class of 2023	2,950.11	225.11	135.05	220.00	3,260.17
2024-00-00 Class of 2024	723.49	638.00	15.00	146.00	1,492.49
2025-00-00 Class of 2025	3,833.23	129.00	143.78	167.00	3,985.45
2026-00-00 Class of 2026	4,128.77	654.11	213.84	242.00	4,811.04
2110-10-00 Band	492.56				492.56
2112-00-00 Tri M (Modern Music Masters)	63.73	2,178.69			2,242.42
2113-10-00 Music Yearly Trip-Inactive	0.00				0.00
2140-10-00 Chorus	588.64	3,969.00	4,384.40		173.24
2141-10-00 Market Day/Music Dept	0.00				0.00
2150-30-00 Musical	944.54				944.54
2151-10-00 Music Student Tour Account	3,019.84				3,019.84
2151-10-10 Music Trip-Inactive	0.00				0.00
2155-10-00 Orchestra	454.38				454.38
2156-10-00 Prom - Junior Class	22,773.60	2,157.35	9,050.00		15,880.95
2156-10-10 Winter Dance-Inactive	0.00				0.00
2220-10-00 Art Club	2,638.20	468.70			3,106.90
2222-10-00 ABC Business Club	0.00	600.79			600.79
2225-10-00 Black Student Alliance	4,330.00	3,000.00			7,330.00
2230-10-00 Debate Team	927.55	5,347.00	4,046.20		2,228.35
2240-10-00 Drama Club	17,067.95	5,517.00	8,326.39		14,258.56
2250-10-10 GSA Club	96.25				96.25
2260-10-00 Industrial Arts	1,591.92				1,591.92
2265-10-00 Environmental Club/Med Careers	356.10				356.10
2276-10-00 Field Trips	2.00				2.00
2280-10-00 Fishing Club	418.58				418.58
2310-10-00 AAPI Club	0.00	800.65			800.65
2320-10-00 German Club	206.94				206.94
2330-10-00 Foreign Language	180.71				180.71
2330-20-00 French Club	242.00	536.00	536.00		242.00
2340-10-00 Spanish Club	70.07				70.07
2350-10-00 Language Arts Field Trips	808.00				808.00
2360-00-00 Multicultural Club	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2390-10-00 National Honor Society	3,233.37	17,863.34	13,142.78		7,953.93
2390-20-00 Robotics	100.91				100.91
2391-10-00 AVID	5,679.79	9,764.75	5,651.50		9,793.04
2393-10-00 PBIS	1,314.77	699.00	601.71	(25.00)	1,387.06
2393-20-00 Coffee Shop - PBIS-Inactive	0.00				0.00
2410-00-00 Math Team	435.00	340.00	314.00		461.00
2461-00-00 WHIPLASH-Inactive	0.00				0.00
2480-10-00 Yearbook	98.16				98.16
2499-30-00 School Store	763.10	178.00			941.10
2590-40-00 Relay for Life	3,114.09		3,114.09		0.00
2618-10-10 Operation Click	1,064.80				1,064.80
2618-40-00 Paws for Cause-Inactive	0.00				0.00
2630-10-00 Ski Club-Inactive	0.00				0.00
2644-10-00 Co-Op	4,151.57				4,151.57
2645-10-00 Fellowship of Christian Athlet	0.00				0.00
2647-10-00 FACS	284.94				284.94
2650-00-00 FFA-Inactive	0.00				0.00
2655-00-00 Literary Magazine	366.68				366.68
2670-10-00 Scholastic Bowl	99.59	285.00	280.50		104.09
2671-00-00 Science	1,987.57				1,987.57
2671-10-00 Science-Six Flags GreatAmerica	31.67				31.67
2680-10-00 Marketing Class	681.65				681.65
2685-00-00 Target Edu	211.77				211.77
2686-00-00 Woodshop	140.00				140.00
2690-00-00 WHIPS TV	0.00	58.00			58.00
2695-00-00 Video Game Club	0.00				0.00
2700-10-10 Theater Fest	0.00				0.00
3100-10-00 Athletic Development	2,812.88	546.67	2,024.99		1,334.56
3100-20-20 Baseball	4,543.82	2,095.00	569.98		6,068.84
3150-20-10 Softball	1,655.72		182.60		1,473.12
3200-20-10 Girls Basketball	2,263.28	6,176.50	2,162.13		6,277.65
3200-20-20 Boys Basketball	2,076.14	4,170.00	3,549.53		2,696.61
3250-20-10 Poms	1,593.41	7,944.25	8,957.87	1,500.00	2,079.79
3300-10-00 Dodgeball-Inactive	0.00				0.00
3300-20-10 Girls Soccer	9,532.95				9,532.95
3300-20-20 Boys Soccer	616.01	4,284.00			4,900.01
3350-20-10 Cheerleading	10,559.49	44,849.75	53,462.53	1,350.00	3,296.71
3400-20-10 Girls Tennis	150.72	442.43	127.00		466.15
3400-20-20 Boys Tennis	1,051.26	2,993.36			4,044.62
3500-20-10 Girls Track & Field	864.73	50.00			914.73
3500-20-20 Boys Track	216.52				216.52
3600-20-10 Boys Golf	3,355.08	2,580.00	5,467.35		467.73
3600-20-20 Girls Golf	3,738.80	5,739.25	3,269.00		6,209.05
3610-10-00 Boys Lacrosse	949.21	55.00	810.00		194.21
3610-20-00 Girls LaCrosse	1,154.75	380.10			1,534.85
3700-20-10 Football	3,785.31	325.00	362.96		3,747.35
3700-30-10 Powder Puff	1,050.00	1,500.00	1,543.50		1,006.50
3800-20-00 Boys and Girls Cross Country	2,452.27	290.40	1,875.81		866.86
3850-20-00 Wrestling	2,240.09				2,240.09
3900-20-00 Volleyball	5,468.36	7,052.00	7,113.23		5,407.13
3900-20-10 Volleyball Club	16.00	102.00	102.00		16.00
3990-10-00 Gatorade Fundraiser	888.91	519.00	760.00		647.91
4000-30-00 General	6,708.73	14,820.00	10,000.00	(3,000.00)	8,528.73
4050-10-00 Principal's Advisory Committee	0.00				0.00
4100-00-00 FVC Leadership	1,005.98				1,005.98

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
4150-00-00 Teacher Grants	22.50				22.50
4200-00-00 Veteran Memorial Freedom Wall	0.00				0.00
4210-10-00 Rachel's Challenge	20.00				20.00
4220-00-00 D300 Speaks	219.52				219.52
4300-20-00 Sunshine	92.70				92.70
4300-30-00 Spiritwear	3.03				3.03
4400-30-00 PE-Inactive	0.00				0.00
4700-10-00 2017 Gene Haas Scholarship	531.79				531.79
4700-10-10 2018 Gene Haas Scholarship	1,558.50				1,558.50
4700-10-20 2019 Gene Haas Scholarship	7,021.00				7,021.00
4700-10-30 2020 Gene Haas Scholarship	12,000.00				12,000.00
4700-10-40 2021 Gene Haas Scholarship	14,000.00				14,000.00
4700-20-00 Dr. Steffen Memorial Fund	0.00				0.00
4700-30-00 Scholarship & Blood Drive	2,750.00	1,540.00			4,290.00
4700-40-00 Drama Club Scholarship	350.00				350.00
4800-00-00 Guidance	642.52				642.52
4800-10-00 Fundraiser	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	4,008.88	5,363.72	331.34		9,041.26
Total Other Accounts	231,925.69	191,936.92	162,068.42	0.00	261,794.19

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	72,532.77	45,057.97	45,291.06		72,299.68
Total Cash Accounts	72,532.77	45,057.97	45,291.06	0.00	72,299.68
Other Accounts					
1000-10-00 Banking Corrections	0.00				0.00
2001-10-00 Student Council - MS	1,091.51		149.00		942.51
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	7,643.67		125.00		7,518.67
2028-00-00 Class of 2028	4,370.16		650.00		3,720.16
2029-00-00 Class of 2029	0.00	8,262.09	4,750.53		3,511.56
206A-10-10 Grade 6 White-Inactive	0.00				0.00
206B-10-10 Grade 6 Purple-Inactive	0.00				0.00
207A-10-10 Grade 7 White-Inactive	0.00				0.00
207B-10-10 Grade 7 Purple-Inactive	0.00				0.00
208A-10-10 Grade 8 White-Inactive	0.00				0.00
208B-10-10 Grade 8 Purple-Inactive	0.00				0.00
2111-00-00 Music Field Trip Account	2,938.77	2,671.50	2,341.50		3,268.77
2112-00-00 Band-Orh-Choir Fund-Inactive	0.00				0.00
2114-10-00 Band - MS	83.65	865.00	625.00		323.65
2120-10-00 Drama Club	11,428.01	15.50	2,772.00		8,671.51
2140-10-00 Chorus	2,701.09		60.00		2,641.09
2155-10-00 MS Orchestra	2,891.65				2,891.65
2210-00-00 Cafe 10A	506.87	232.25	381.21		357.91
2221-10-00 Art - MS	65.15				65.15
2225-10-00 Arts & Craft Club	0.00	336.00			336.00
2230-10-00 Beta Club	2,285.40	2,129.00	1,388.69		3,025.71
2330-10-00 Yearlong Spanish	23.96				23.96
2361-10-24 Washington DC 2024-Inactive	0.00				0.00
2361-10-25 Washington DC 2025-Inactive	0.00				0.00
2391-10-00 AVID	9,682.64	2,935.33	2,545.92		10,072.05
2400-00-00 PBIS	720.00	179.00			899.00
2560-20-00 Book Fair	0.00	3,976.36	3,975.16		1.20
2560-30-00 Library	2,340.98		2,340.98		0.00
2590-40-00 Relay for Life	0.00				0.00
2618-30-00 Random Act of Kindness - MS	314.22				314.22
2631-10-18 Washington DC 2018-Inactive	0.00				0.00
2631-10-19 Washington DC 2019-Inactive	0.00				0.00
2631-10-20 Washington DC 2020-Inactive	0.00				0.00
2631-10-21 Washington DC 2021-Inactive	0.00				0.00
2631-10-22 Washington DC 2022-Inactive	0.00				0.00
2631-10-23 Washington DC 2023-Inactive	0.00				0.00
2631-10-26 Washington DC 2026	0.00				0.00
2631-10-27 Washington DC 2027	6,562.66	8,627.68	11,459.58		3,730.76
2631-10-28 Washington DC 2028	510.00	1,920.44	400.00		2,030.44

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2631-10-29 Washington DC 2029	0.00				0.00
2635-10-00 Snowflake - Snowball	1,205.16	10,440.00	10,546.58		1,098.58
2666-00-00 MS Science	739.88				739.88
2667-00-00 MS Sports	366.59	842.25	779.91		428.93
2669-00-00 MS Yearbook	5,719.89				5,719.89
2676-30-00 Washington DC 2016-Inactive	0.00				0.00
2676-30-17 Washington DC 2017-Inactive	0.00				0.00
2699-10-00 Whip-Pur Bucks	162.61				162.61
3351-20-10 Cheerleading - MS	165.83				165.83
3850-20-00 Wrestling	227.63				227.63
3901-20-00 Volleyball - MS	0.00				0.00
4100-30-00 General	272.33	132.00			404.33
4200-10-10 MS PE	5,425.50				5,425.50
4250-30-00 Student Activity	1,971.16				1,971.16
5000-10-00 Kane County Cougars Outing	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	115.80	1,493.57			1,609.37
Total Other Accounts	72,532.77	45,057.97	45,291.06	0.00	72,299.68

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 Algonquin State Bank	0.00				0.00
1000-00-10 Harris - Checking	153,344.91	187,442.62	155,540.99		185.246.54
Total Cash Accounts	153,344.91	187,442.62	155,540.99	0.00	185,246.54
Other Accounts					
1000-10-10 Banking Corrections	0.00	374.78	350.00		24.78
2000-10-00 Student Council	20,801.58	48,489.00	35,222.04	1,356.63	35.425.17
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2015-00-00 Class of 2015	0.00				0.00
2016-00-00 Class of 2016	156.84			(156.84)	0.00
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	38.22			(38.22)	0.00
2019-00-00 Class of 2019	118.70			(118.70)	0.00
2020-00-00 Class of 2020	2,774.12		2,774.12		0.00
2021-00-00 Class of 2021	52.39		7.55		44.84
2022-00-00 Class of 2022	11,262.85		42.00		11,220.85
2023-00-00 Class of 2023	1,848.62	16,395.26	8,499.22	(1,356.63)	8.388.03
2024-00-00 Class of 2024	1,161.54				1,161.54
2025-00-00 Class of 2025	526.09				526.09
2026-00-00 Class of 2026	0.00	3,997.99		47.98	4,045.97
2110-00-10 Prom	2,098.88	1,545.00	944.00		2,699.88
2110-10-00 Band	4.51	110.00	110.00		4.51
2120-10-00 Drama Club	4,540.94	6,342.00	4,627.88		6.255.06
2140-10-00 Choral	1,610.00	7,045.00	5,437.06		3.217.94
2150-30-00 Musical	0.00	5,689.19	960.00		4,729.19
2151-10-00 Tri-M	659.00				659.00
2151-10-10 Music Industry Club- MIC	822.65				822.65
2155-10-00 Orchestra	112.45				112.45
2210-10-00 Activist Club	85.88				85.88
2220-10-00 Art Club	1,850.87				1,850.87
2230-00-00 Black Allegiance Club	792.90		279.00		513.90
2249-10-00 Business Club	0.00				0.00
2251-20-00 Anime Club	0.00				0.00
2253-10-00 Conservation	809.01	410.00	319.23		899.78
2254-10-00 Woodshop	0.00				0.00
2256-10-00 DECA-CO-OP / CWE	10.73			(10.73)	0.00
2257-10-00 Paranormal Club	0.00				0.00
2258-10-00 Engineering Club	161.85				161.85
2259-10-00 Film Production	203.00				203.00
2263-10-00 Interact Club	3,820.87				3,820.87
2276-10-00 Field Trips	582.52		10.00		572.52
2281-10-00 Gold Rush	68.66				68.66
2310-10-00 French Club	251.80	731.00	746.00		236.80
2320-10-00 German Club	282.64				282.64
2330-10-00 Spanish Club	169.44				169.44
2330-20-00 World Language Department	1,347.38		1,000.01		347.37
2330-30-00 Spanish	0.00				0.00
2335-10-00 J Step	0.00	725.00	725.00		0.00
2340-10-10 Key Club	1,235.99	119.60	337.35		1,018.24
2370-10-00 FCCLA	79.42				79.42

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2375-10-00 Literacy Magazine	342.00			(342.00)	0.00
2380-10-00 Newspaper	1,649.10			(1,649.10)	0.00
2390-10-00 National Honor Society	3,075.17	190.49	145.60	(47.98)	3,072.08
2391-10-00 AVID	2,978.17	3,149.00	773.18		5,353.99
2393-10-00 PBIS	1,026.67				1,026.67
2398-00-00 Eagle Buddies	0.00				0.00
2399-00-00 Eagle Pride Advisory-Inactive	0.00				0.00
2400-10-00 Peer Mediation/SADD	102.95				102.95
2405-10-00 Debate Team	2,108.22	991.00	427.00	(46.00)	2,626.22
2406-10-00 DJ (Entertainment) Club	1,483.66	220.00	241.95		1,461.71
2408-10-00 GSA (Gay Straight Alliannce)	547.86				547.86
2409-10-00 Hispanic Youth Alliance	75.00	349.00	84.68		339.32
2409-20-00 AAPIA-Asian Amer Pac Islander	145.54	155.89	216.94		84.49
2410-10-00 Knitting Club	20.00				20.00
2415-10-00 Science Club	1,732.87		22.92		1,709.95
2480-10-00 Yearbook	0.00				0.00
2580-10-00 Care For Cure	0.00				0.00
2590-40-00 Relay for Life	122.51				122.51
2618-10-00 JSI	933.03			(933.03)	0.00
2618-10-10 Operation Click	0.00				0.00
2618-30-00 Green Eagles	1,886.14		39.98		1,846.16
2618-30-10 High School Against Cancer	25.35				25.35
2630-10-00 Ski Club	510.00			(510.00)	0.00
2650-10-00 Bass Fishing Club	0.00				0.00
2660-10-00 Ping Pong Club	0.00				0.00
3000-10-00 Special Olympics	3,173.36	178.00			3,351.36
3001-00-00 Student Athletic Council	(146.52)				(146.52)
3100-20-20 Baseball	6,320.10	65.00	1,302.51		5,082.59
3150-20-10 Softball	6,167.51				6,167.51
3200-20-10 Girls Basketball	660.47	955.00	1,107.35		508.12
3200-20-20 Boys Basketball	4,111.08	2,465.00	4,041.92		2,534.16
3210-20-10 Bowling	227.95	390.00	334.98		282.97
3225-20-10 Ultimate Frisbee	0.00				0.00
3250-20-10 Dance Team	1,683.55	28,177.99	28,973.48		888.06
3275-00-00 Math Team	798.27				798.27
3300-20-10 Girls Soccer	94.97				94.97
3300-20-20 Boys Soccer	1,121.41	256.00			1,377.41
3350-20-10 Cheerleaders	11,306.55	10,068.76	19,931.33	46.00	1,489.98
3400-20-10 Girls Tennis	386.34				386.34
3400-20-20 Boys Tennis	2,007.80	44.54			2,052.34
3450-20-10 Girls Swimming	501.51				501.51
3450-20-20 Boys Swimming	114.47	477.85	352.97		239.35
3500-20-10 Girls Track & Field	392.57		(90.00)		482.57
3500-20-20 Boys Track	2,606.27				2,606.27
3600-20-10 Girls Golf	251.43	357.99	315.00		294.42
3600-20-20 Boys Golf	47.88				47.88
3650-20-10 Boys Lacrosse	1,648.46	2,296.00			3,944.46
3700-20-10 Football	3,253.94	30,728.10	22,246.72		11,735.32
3800-20-00 Cross Country	591.28	7,986.85	6,566.25		2,011.88
3840-20-00 Power Lifting	0.00				0.00
3850-20-00 Wrestling	1,932.93	2,027.01	1,392.67		2,567.27
3900-20-00 Volleyball	7,306.92		355.35		6,951.57
4100-30-00 General	932.98		4,122.25	3,758.62	569.35
4110-10-00 Eagle Minds Matter	428.00				428.00
4200-10-00 Eagle's Wings Food Pantry	14,009.75				14,009.75

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
4300-30-00 Faculty Fund	0.00				0.00
4300-30-10 Eagle Pride Advisory Committee	200.55				200.55
4800-00-00 Guidance	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	2,106.55	3,939.33	245.50		5,800.38
Total Other Accounts	153,344.91	187,442.62	155,540.99	0.00	185,246.54

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	6,171.55	1,953.92	2,423.93		5,701.54
Total Cash Accounts	6,171.55	1,953.92	2,423.93	0.00	5,701.54
Other Accounts					
2019-00-00 Class of 2019 - Inactive	0.00				0.00
2020-00-00 Class of 2020 - Inactive	0.00				0.00
2021-00-00 Class of 2021 - Inactive	0.00				0.00
2022-00-00 Class of 2022 - Inactive	0.00				0.00
2023-00-00 Class of 2023 - Inactive	0.00				0.00
2024-00-00 Class of 2024 - Inactive	0.00				0.00
2025-00-00 Class of 2025 - Inactive	0.00				0.00
2026-00-00 Class of 2026 - Inactive	0.00				0.00
2027-00-00 Class of 2027	105.00				105.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	562.56		562.56		0.00
2030-00-00 Class of 2030	54.12				54.12
2031-00-00 Class of 2031	0.00				0.00
2032-00-00 Class of 2032	5.00				5.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00	720.00	411.23		308.77
2035-00-00 Class of 2035	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
2631-10-00 Field Trip Grant Funds	94.47				94.47
3010-00-00 PE Club	979.88				979.88
3020-10-00 Leopards Chorus Club	1,837.67	60.00			1,897.67
3030-10-00 Band and Orchestra	109.50				109.50
3030-20-00 ILMEA	0.00				0.00
4100-30-00 Principal Discretionary Fund	1,509.14				1,509.14
4100-30-10 Water - Inactive	0.00				0.00
4300-30-00 Staff Account	0.00				0.00
4400-10-00 Karen Fitzsimmons Memorial	521.50		521.50		0.00
5010-00-10 Jump Rope for Heart	0.00	50.00			50.00
5020-00-00 Ned Show / Yo-yo-Inactive	0.00				0.00
5030-00-00 Kiva-Inactive	0.00				0.00
5030-10-00 Heavenly Hats-Inactive	0.00				0.00
5040-00-00 Kane County Cougars Reading	0.00				0.00
5100-00-00 Leopards Holiday Giving	0.00	1,000.00	928.64		71.36
5900-00-00 General	48.86				48.86
6000-00-00 Interest Income	343.85	123.92			467.77
Total Other Accounts	6,171.55	1,953.92	2,423.93	0.00	5,701.54

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	20,064.93	15,527.13	14,221.76		21,370.30
Total Cash Accounts	20,064.93	15,527.13	14,221.76	0.00	21,370.30
Other Accounts					
2001-10-10 PBIS (Student Council)	5,086.06		1,413.00	778.25	4,451.31
2016-00-30 Class of 2016- TO BE DELETED	0.00				0.00
2017-00-00 Class of 2017 TO BE DELETED	0.00				0.00
2018-00-00 Class of 2018-TO BE DELETED	0.00				0.00
2019-00-00 Class of 2019-TO BE DELETED	0.00				0.00
2020-00-00 Class of 2020 TO BE DELETED	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.15				0.15
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028-Inactive	112.59				112.59
2029-00-00 Class of 2029-Inactive	460.10			(460.10)	0.00
2030-00-00 Class of 2030	82.90	500.00			582.90
2031-00-00 Class of 2031	1,604.95	1,035.00	956.83		1,683.12
2032-00-00 Class of 2032	281.98	500.00	(10.00)		791.98
2033-00-00 Class of 2033	283.08	1,855.00	1,290.10		847.98
2034-00-00 Class of 2034	750.20	2,732.00	3,188.18		294.02
2035-00-00 Class of 2035	0.00	2,909.00	1,867.33	460.10	1,501.77
2110-10-00 Band	16.70				16.70
2120-00-00 Book Fair	9.49	4,107.09	4,107.09		9.49
2151-10-00 Music Club	5,647.43	264.50	100.48		5,811.45
2230-10-00 Beta Club	42.46				42.46
2270-10-00 Earth Club	754.19			(754.19)	0.00
2590-40-00 Relay for Life	0.00				0.00
2617-00-00 DareTo Be Rare - Inactive	0.00				0.00
2617-10-00 Man In Demand & Dare to be Rar	778.25			(778.25)	0.00
2618-30-00 Families in Need	160.41		56.00		104.41
2657-00-00 Family Night-Math Night	523.66		99.90	754.19	1,177.95
2657-10-00 Family Night-Reading Night	1,954.24	753.00	650.00		2,057.24
4100-30-00 Miscellaneous/General	292.68				292.68
4250-30-00 Student Incentive - Inactive	0.00				0.00
4300-30-00 Sunshine Fund	275.97	100.00	152.85		223.12
6000-00-00 Interest Income	947.44	771.54	350.00		1,368.98
Total Other Accounts	20,064.93	15,527.13	14,221.76	0.00	21,370.30

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris - Checking	2,965.45	58.32			3,023.77
Total Cash Accounts	2,965.45	58.32	0.00	0.00	3,023.77
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028-Inactive	0.00				0.00
2029-00-00 Class of 2029-Inactive	31.49			(31.49)	0.00
2030-00-00 Class of 2030	282.29				282.29
2031-00-00 Class of 2031	67.16				67.16
2032-00-00 Class of 2032	17.00				17.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2035-00-00 Class of 2035	0.00				0.00
205A-00-00 5th Grade - A-Inactive	0.00				0.00
2276-10-00 Field Trips	100.97				100.97
2482-10-00 Yearbook	279.98				279.98
2590-40-00 Relay for Life	65.50				65.50
2618-40-00 Disaster Relief	0.00				0.00
3200-10-00 PBIS	0.00				0.00
4100-30-00 General	1,170.87			31.49	1,202.36
4200-00-00 Liberty Chorus	19.70				19.70
4300-10-00 Jump Rope For Heart	0.00				0.00
4400-00-00 Reach for the Stars	0.00				0.00
5000-10-00 Student Assistance Account	725.98				725.98
6000-00-00 Interest Income	204.51	58.32			262.83
Total Other Accounts	2,965.45	58.32	0.00	0.00	3,023.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,843.33	7,907.86	6,342.66		6.408.53
Total Cash Accounts	4,843.33	7,907.86	6,342.66	0.00	6,408.53
Other Accounts					
200M-00-00 Special Ed - A	0.00				0.00
200N-00-00 Special Ed-B	0.00				0.00
2016-00-00 Class of 2016	0.00				0.00
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	43.50				43.50
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	38.27				38.27
2030-00-00 Class of 2030	0.00	1,540.60	1,500.60		40.00
2031-00-00 Class of 2031	80.00				80.00
2032-00-00 Class of 2032	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00	1,092.00	963.12		128.88
2035-00-00 Class 2035	0.00				0.00
2100-00-00 Field Trips	0.00				0.00
2151-10-00 Music Dept.	0.00				0.00
2210-00-00 Animal Shelter Fundraiser	0.00	1,000.50	1,000.00		0.50
2510-00-00 Scholastic Book Fair/Follett	73.67	1,680.48	1,514.13	(150.00)	90.02
2560-30-00 Library Books	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
3100-00-00 Yearbook	2,093.82				2,093.82
4100-00-00 Artworks Program	2,000.00				2,000.00
4100-20-00 Book Club	0.00				0.00
4100-30-00 General	304.64		150.00	150.00	304.64
4250-30-00 Student Activity-Inactive	0.00				0.00
4300-10-00 Staff Spiritwear	91.44				91.44
4300-20-00 Sunshine	0.00	2,361.21	1,084.99		1,276.22
6000-00-00 Interest Income	117.99	233.07	129.82		221.24
6010-10-00 Bank Errors - Reconciling Item	0.00				0.00
Total Other Accounts	4,843.33	7,907.86	6,342.66	0.00	6,408.53

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,584.47	6,333.75	5,917.45		2,000.77
Total Cash Accounts	1,584.47	6,333.75	5,917.45	0.00	2,000.77
Other Accounts					
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2590-30-00 Girls on the Run	69.01				69.01
2590-40-00 Relay for Life	0.00				0.00
2600-10-00 Robert Chaney-Inactive	0.00				0.00
3000-10-00 McDonald Fundraiser	0.00				0.00
4100-30-00 General	647.56		80.00		567.56
4250-20-00 Student Spiritwear	0.00				0.00
4250-30-00 Staff Spirit Wear	6.48				6.48
4300-30-00 Social Fund	558.19	623.00	286.33		894.86
4400-10-00 Scholastic Book Fair	0.00	5,652.12	5,551.12		101.00
4400-20-00 Follett Book Fair-Inactive	0.00				0.00
4400-30-00 Anderson's Book Fair	0.00				0.00
5000-10-00 Yearbook	299.42				299.42
6000-00-00 Interest Income	3.81	58.63			62.44
Total Other Accounts	1,584.47	6,333.75	5,917.45	0.00	2,000.77

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,471.84	2,762.29	2,467.48		2,766.65
Total Cash Accounts	2,471.84	2,762.29	2,467.48	0.00	2,766.65
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2025-10-00 Class of 2025-LEAP-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028-Inactive	0.00				0.00
2029-00-00 Class of 2029-Inactive	0.00				0.00
2030-00-00 Class of 2030	0.10				0.10
2031-00-00 Class of 2031	245.90				245.90
2032-00-00 Class of 2032	192.00				192.00
2033-00-00 Class of 2033	0.00	825.00	732.84		92.16
2034-00-00 Class of 2034	0.00	1,830.00	1,684.64		145.36
2035-00-00 Class of 2035	0.00				0.00
20CC-00-00 Cross Categorical-Inactive	0.00				0.00
2151-10-00 Choir-Inactive	0.00				0.00
2151-20-00 Music	0.00	50.00	50.00		0.00
2160-00-00 Literacy-Inactive	0.00				0.00
2560-30-00 Media	0.00				0.00
2590-40-00 Relay for Life-Inactive	0.00				0.00
3000-20-00 After School Rec-Inactive	0.00				0.00
3500-10-00 PBIS-Inactive	0.00				0.00
3500-20-00 Student Council-Inactive	0.00				0.00
4100-30-00 General	2,000.31				2,000.31
4200-00-00 Staff Casual Charity-Inactive	0.00				0.00
5000-50-50 D300 United	0.00				0.00
5100-10-00 Neubert Social Commi-Inactive	0.00				0.00
6000-00-00 Interest Income	33.53	57.29			90.82
Total Other Accounts	2,471.84	2,762.29	2,467.48	0.00	2,766.65

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,234.74	2,354.55			6,589.29
Total Cash Accounts	4,234.74	2,354.55	0.00	0.00	6,589.29
Other Accounts					
2000-30-00 Student Council	0.00				0.00
200A-00-00 Kindergarten-Inactive	0.00				0.00
200M-00-00 Special ED - Instruct. Primary	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	0.00				0.00
2030-00-00 Class of 2030	117.00				117.00
2031-00-00 Class of 2031	0.00				0.00
2590-40-00 Relay for Life	1,248.02				1,248.02
2618-40-10 Jump Rope for Heart	0.00				0.00
4100-00-00 PBIS	1,752.06	2,260.75			4,012.81
4150-00-00 Math Night	108.00				108.00
4200-00-00 Picture Comm Misc-Inactive	0.00				0.00
4260-00-00 Playground Funds	0.00				0.00
4300-00-00 General Fund	644.40				644.40
5010-00-00 School Fundraisers	0.00				0.00
5020-10-00 Tiger Fundraiser	0.00				0.00
5030-10-00 School Store	269.06				269.06
5500-00-00 Staff Social Account	1.36				1.36
6000-00-00 Interest Income	94.84	93.80			188.64
6100-00-00 Banking Corrections	0.00				0.00
Total Other Accounts	4,234.74	2,354.55	0.00	0.00	6,589.29

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	8,839.36	726.45	282.26		9,283.55
Total Cash Accounts	8,839.36	726.45	282.26	0.00	9,283.55
Other Accounts					
2014-10-00 Kindergarten Grade Level Funds	576.89	86.50	70.66		592.73
2014-10-01 1st Grade Level Funds	190.01				190.01
2014-10-02 2nd Grade Level Funds	2.32				2.32
2014-10-03 3rd Grade Level Funds	253.36				253.36
2014-10-04 4th Grade Level Funds	1,077.08				1,077.08
2014-10-05 5th Grade Level Funds	818.86				818.86
2014-10-06 Preschool Grade Level Funds	0.00				0.00
2017-00-00 Class of 2017 - Inactive	0.00				0.00
2020-00-00 Class of 2020 - Inactive	0.00				0.00
2021-00-00 Class of 2021 - Inactive	0.00				0.00
2022-00-00 Class of 2022 - Inactive	0.00				0.00
2023-00-00 Class of 2023 - Inactive	0.00				0.00
2024-00-00 Class of 2024 - Inactive	0.00				0.00
2025-00-00 Class of 2025 - Inactive	0.00				0.00
2026-00-00 Class of 2026 - Inactive	0.00				0.00
2027-00-00 Class of 2027 - Inactive	0.00				0.00
2028-00-00 Class of 2028 - Inactive	0.00				0.00
2029-00-00 Class of 2029	0.45				0.45
2030-00-00 Class of 2030	20.00				20.00
2031-00-00 Class of 2031	111.00				111.00
2032-00-00 Class of 2032	88.00				88.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2035-00-00 Class of 2035	0.00				0.00
2151-10-00 Music Dept.	0.00				0.00
2152-10-00 Choir	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
3010-00-00 We Act Fundraiser	806.69				806.69
3100-00-00 Spiritwear (PBIS)	801.15				801.15
3200-00-00 Media Center	91.70				91.70
3300-10-00 Student Council	258.18				258.18
3300-20-00 Perry Fundraising	1,671.03	264.50	211.60		1,723.93
3310-10-00 Girls On The Run	337.00				337.00
3350-00-00 Kane County Cougars Grant	391.87				391.87
4100-30-00 General	258.85	122.86			381.71
4200-00-00 Perry Teacher Social Account	756.70	75.00			831.70
4300-00-00 Retired Teacher Fund	324.65				324.65
6000-00-00 Interest Income	3.57	177.59			181.16
Total Other Accounts	8,839.36	726.45	282.26	0.00	9,283.55

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	699.23	1,398.97	734.97		1,363.23
Total Cash Accounts	699.23	1,398.97	734.97	0.00	1,363.23
Other Accounts					
2019-00-00 Class of 2019	0.00				0.00
201A-00-00 1st Grade	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	296.74		296.74		0.00
2030-00-00 Class of 2030 - 5th Grade	123.16	876.00			999.16
2031-00-00 Class of 2031 - 4th Grade	0.00	510.00	438.23		71.77
2032-00-00 Class of 2032 - 3rd Grade	0.00				0.00
2033-00-00 Class of 2033 - 2nd Grade	0.00				0.00
2034-00-00 Class of 2034 - 1st Grade	0.00				0.00
2035-00-00 Class of 2035 - Kindergarten	0.00				0.00
2151-10-00 Music Dept./ILMEA	0.00				0.00
2274-10-00 5th Grade Lunch Bunch	0.00				0.00
2275-10-00 5th Grade Outdoor Education	0.00				0.00
2560-30-00 Library - Birthday Books	0.08				0.08
2590-40-00 Relay for Life	0.00				0.00
2590-50-00 Veteran Day's Activity	0.00				0.00
4100-30-00 Principal Discretionary	64.97				64.97
4250-30-00 Student Activity	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest Income	216.28	12.97			229.25
6000-10-00 Bank Corrections	(2.00)				(2.00)
Total Other Accounts	699.23	1,398.97	734.97	0.00	1,363.23

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	48,067.06	45,068.94	43,831.27		49,304.73
Total Cash Accounts	48,067.06	45,068.94	43,831.27	0.00	49,304.73
Other Accounts					
2000-10-00 Student Council	3,959.47	10,082.10	13,626.81	2,440.90	2,855.66
200A-00-00 Kindergarten-Inactive	0.00				0.00
2013-00-30 Class of 2013-C-Inactive	0.00				0.00
2014-00-20 Class of 2014-B-Inactive	0.00				0.00
2015-00-10 Class of 2015-A-Inactive	0.00				0.00
2015-00-20 Class of 2015-B-Inactive	0.00				0.00
2016-00-10 Class of 2016-A-Inactive	0.00				0.00
2016-00-20 Class of 2016-B-Inactive	0.00				0.00
2016-00-30 Class of 2016-C-Inactive	0.00				0.00
2017-00-10 Class of 2017-A-Inactive	0.00				0.00
2017-00-20 Class of 2017-B-Inactive	0.00				0.00
2017-00-30 Class of 2017-C-Inactive	0.00				0.00
2018-00-00 Class of 2018A-Inactive	0.00				0.00
2018-00-10 Class of 2018B-Inactive	0.00				0.00
2018-00-20 Class of 2018C-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2019-00-10 Class of 2019A-Inactive	0.00				0.00
2019-00-20 Class of 2019B-Inactive	0.00				0.00
2019-00-30 Class of 2019C-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2020-00-10 Class of 2020A-Inactive	0.00				0.00
2020-00-20 Class of 2020B-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2021-00-10 Class of 2021-A-Inactive	0.00				0.00
2021-00-20 Class of 2021-B-Inactive	0.00				0.00
2022-00-00 Class of 2022-A	0.00				0.00
2022-00-20 Class of 2022-B	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-10 Class of 2023-A	0.00				0.00
2023-20-00 Class of 2023-B	0.00				0.00
2024-00-00 Class of 2024-A	0.00				0.00
2024-00-10 Class of 2024-B	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2025-00-10 Class of 2025-A	0.00				0.00
2025-00-20 Class of 2025-B	0.00				0.00
2026-00-00 Class of 2026-A	156.39		156.39		0.00
2026-10-00 Class of 2026-B	3,774.21		3,774.21		0.00
2027-00-00 Class of 2027-A	580.49				580.49
2027-10-00 Class of 2027-B	478.33				478.33
2028-00-00 Class of 2028-A	21.23				21.23
2028-10-00 Class of 2028-B	0.00				0.00
2029-00-00 Class of 2029-A	90.57	1,587.47	826.00	(298.88)	553.16
2029-10-00 Class of 2029-B	0.00	281.28	171.00	298.88	409.16
2030-00-00 Class of 2030	0.43	348.00	339.27		9.16
2031-00-00 Class of 2031	3.00	504.00	400.00		107.00
2032-00-00 Class of 2032	128.66	1,039.00	862.50		305.16
2033-00-00 Class of 2033	0.00	2,109.00	1,091.13		1,017.87
2034-00-00 Class of 2034	0.00	767.00	431.33	7.00	342.67
2035-00-00 Class of 2035	0.00	650.00	359.33		290.67
2036-00-00 Class of 2036	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 2/28/2023

Account Range: ALL

ACCOUNT # AND DESCRIPTION		BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2115-00-00	Music - Elementary	750.07	170.00	60.00		860.07
2150-30-00	Musicals	8,683.26	10.00	910.94		7,782.32
2151-10-00	Music Dept.	874.14	5,391.00	6,061.31		203.83
2155-10-00	Orchestra-Inactive	0.00				0.00
2160-10-00	Orchestra - Fifth Grade	0.00				0.00
2220-10-00	Art Club	363.79	280.00			643.79
2230-10-00	Beta Club	9,606.74	9,680.33	5,936.17	(2,440.90)	10,910.00
2235-00-00	Crochet Club	0.00				0.00
2276-10-00	Field Trips	534.77		246.00	(7.00)	281.77
2340-10-00	Spelling Bee	46.03				46.03
2350-00-00	Battle of the Books	0.00				0.00
2391-10-00	AVID	3,723.28	66.00	336.00		3,453.28
2392-10-00	HANDS Club	0.06				0.06
2392-20-00	Pawsitivity Pack	0.00				0.00
2393-10-00	PBIS Middle School	465.81	1,248.26	1,128.26		585.81
2393-20-00	PBIS Elementary	1,037.95		50.00		987.95
2481-10-00	Yearbook - MS	6,263.28	275.00			6,538.28
2482-10-00	Yearbook - ELE	763.39				763.39
2560-30-00	Birthday Book Club	3.74				3.74
2560-40-00	Library-Book Fair	216.83	7,769.66	4,756.97		3,229.52
2590-10-00	Boys Basketball Lions Club	0.66				0.66
2590-20-00	Girls Basketball Lions Club	58.02	435.00	456.10		36.92
2590-40-00	Relay for Life	0.00				0.00
2631-10-00	Washington D.C. Trip-Inactive	0.00				0.00
2640-30-00	Science Fair	164.46				164.46
2660-00-00	Math Club	0.86				0.86
2668-00-00	Track	10.68				10.68
3250-20-10	Poms	465.42				465.42
3251-20-10	Intramural Poms-Inactive	0.00				0.00
3350-20-10	Cheerleading	1,023.60				1,023.60
3351-20-10	Intramural Cheer-Inactive	0.00				0.00
3710-10-00	Ultimate Frisbee-Inactive	0.00				0.00
3830-00-00	Basketball - Girls	16.00				16.00
3840-00-00	Basketball - Boys	0.00				0.00
3850-20-00	Wrestling	142.55				142.55
3900-20-00	Volleyball	0.50				0.50
4100-30-00	General	813.63	1,270.00	1,639.97		443.66
4105-30-00	Student Assistance Account	1,649.32				1,649.32
4400-30-00	PE - MS	14.52				14.52
4401-30-00	PE - Elementary	243.09				243.09
4480-30-00	Barb Dubow Wal-Mart	172.80				172.80
5100-00-00	D300 Honors Band Concert-Inact	0.00				0.00
5200-10-00	Red Cross/Tornado Relief	0.00				0.00
5500-10-00	Bank Correction	0.00				0.00
6000-00-00	Interest Income	765.03	1,105.84	211.58		1,659.29
Total Other Accounts		48,067.06	45,068.94	43,831.27	0.00	49,304.73

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 31, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Kristin Corriveau,
Executive Director of Early Childhood

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Community Partnership Agreement Renewal**

Background

Children's Home & Aid is a family services agency that partners with children, youth, families, and organizations/agencies, providing early childhood developmental services to children, comprehensive services and resources for families, and collaborating with partners in creative ways to strengthen each service. With this agreement, Children's Home & Aid and D300 will continue to partner on a coordinated network of services, which are provided for children and families in the community.

Administrative Recommendation

The administration recommends approval of this renewal agreement.

Fiscal Impact

There is no fiscal impact as a result of the renewal of this agreement.

children's home + aid

Community Partnership Agreement

This Community Partnership Agreement is made and entered into as of August 4th, 2022 by and between Children's Home & Aid, an Illinois not-for-profit agency and Community Unit School District 300.

Children's Home & Aid is a family services agency, partnering with children, youth, families, and organizations/agencies, within our many service areas providing early childhood developmental services to children, comprehensive services and resources for families and collaborating with partners in creative ways to strengthen each service.

Children's Home & Aid and D300 have agreed to partner to develop a coordinated network of services, which are provided for children and families in the community.

General Terms and Conditions:

1. CH&A will refer families to D300 in a timely and accurate manor when appropriate.
2. D300 will refer families to the Children's Home and Aid Prevention Initiative, Preschool for All, Early Head Start, and Head Start Programs, Center Base and Home Base programs, Doula program/services.
3. Staff from both agencies may attend inter-agency staffing with families, joint trainings, and other information sharing meetings, as deemed necessary.
4. D300 will lend resources to CH&A upon request, based on their lending policies.
5. CH&A and D300 agree to promote the continuation of a cooperative planning and service delivery system to better serve children and families in the community.
6. D300 is encouraged to participate in Committee Meetings, providing information and tangible resources, as appropriate/possible and /or needed to parents.
7. All services will be delivered in a culturally and linguistically appropriate manner.
8. This Agreement is to be governed and construed in accordance with the laws of the State of Illinois.
9. This Agreement may not be modified by either party unless such modification is mutually accepted by both parties, is reduced to writing and signed by both parties.
10. Neither party shall use the name of the other in any written material including but not limited to brochures, letters, and circulars, without the prior written consent of the other.
11. Agreement is non-financial, may be renewed every two years and may be canceled in writing by either party provided 30 days' notice is given prior to the termination of the agreement.
12. All notices required herein shall be in writing by email to the email listed below. A notice shall be deemed to have been given when received by the party.

Partner

Signature _____

Title: _____

Date Signed: _____

Agency

Signature Megan Lallemand-Green

Title Disability & Wellness Supervisor

Date Signed 8/4/22

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: April 4, 2023

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Shelley Nacke,
Chief of Education Services

Presented at the following Board Meetings	Date
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: Approval of Collaborative Agreement- Community Action Agency

Background

The purpose of this agreement is to ensure collaborative practices between D300 and Community Action Agency - Head Start to provide services to preschool children eligible for special education in compliance with federal and state laws and regulations. This agreement ensures that cooperative arrangements between D300 and CAA - Head Start are developed and implemented to provide Head Start students with access to the District's special education referral and evaluation process, eligibility determination, possible IEP or 504 plan development and provision of services to preschool children with disabilities.

Administrative Recommendation

The Administration recommends approval of the agreement.

Fiscal Impact

There is no fiscal impact as a result of this agreement.

Collaborative Agreement
Between
District 300
And
Community Action Agency - Head Start
School Year: **2022-2023**

Purpose Statement

The purpose of this agreement is to ensure collaborative practices between the Community Unit School District 300 (here forth "the school district") ChildFind team and Community Action Agency for McHenry County Head Start (here forth "Head Start") in the provision of services to preschool children eligible for special education in compliance with federal and state laws and regulations.

It is the intent of this agreement lo:

I. Define how services will be delivered by each agency.
2. Ensure that children eligible for preschool special education services receive a free and appropriate public education, as required by law, in the least restrictive environment.
3. Ensure that each agency cooperatively maintains communication and shares leadership responsibilities at the local level in order most effectively to utilize available resources.
4. Ensure that cooperative arrangements between The School District and CAA - Head Start are developed, implemented and preserved.

This agreement applies only to preschool children three years old to kindergarten age who are eligible for special education services.

Terms of Agreement

The term on this agreement is July 1, 2023 through June 30, 2024.

The School District agrees to:

1. Provide services to preschool children with disabilities.
2. Provide access to the district's special education referral and evaluation process, which may include but is not limited to: screening, domain review, evaluations, and eligibility determination/possible IEP development. Some students may be eligible for accommodations under section 504 of the Rehabilitation Act.
3. Provide preschool children with disabilities a free and appropriate public education (FAPE), including the development and implementation of an Individual Education Plan (IEP) if determined eligible for special education.
4. Place preschool children in the least restrictive environment appropriate to their educational needs.
5. Work with appropriate community agencies to provide services to preschool children with disabilities.

Head Start agrees to:

1. Recruit, enroll and serve eligible children three to five years old.
2. Ensure that no less than l0% of the total enrollment opportunities in the Head Start program are available for children with disabilities who are eligible to participate.
3. Refer children found to be "at risk" for potential delays to The School District pre-school diagnostic team.
4. Assist in development and implementation of the IEP for children with disabilities based on eligibility determination.
5. Work with appropriate community agencies to provide services to preschool children with disabilities.

Service Implementation

CHILD FIND/SCREENING

- Head Start will conduct developmental and hearing and vision screenings within 45 days of a child's enrollment into the program.
- The School District will conduct screenings of 3- to 5-year-olds by appointment.
- Head Start will notify The School District within 2 weeks of any child identified through their screenings as a possible candidate for special Education services.
- The School District agrees to conduct follow-up screenings with children identified by the Head Start program.

REFERRAL FOR EVALUATION

- Following the screening process, Head Start will be notified by the Child Find team of children with possible special education needs.
- Head Start will notify parents of the screening results and their concerns and referral to the Child Find team.
- Both programs will obtain permission from the parents to release information regarding the child's screening and evaluation results.
- Head Start will provide teacher reports and classroom observations to be included in the referral and evaluation process.

FULL CASE STUDY EVALUATION

- The School District agrees to conduct a domain review and evaluations as deemed appropriate, following state designated guidelines, within 60 school days of a written consent.
- Head Start will cooperate in the referral process with both the school district and the parents.
- Head Start will allow classroom observations to be made, upon parental consent, as a part of the evaluation process.

ELIGIBILITY DETERMINATION & INDIVIDUAL EDUCATION PROGRAM *DEVELOPMENT·*

- The School District agrees to schedule an eligibility review conference which will include appropriate district personnel, parents/guardians, and Head Start staff.
- Determination of eligibility for special education programming will be made based on the results of the evaluations at the eligibility meeting.
- If a child is eligible, IEP goals and objectives will be developed with input from district personnel, parents and/or guardians, and Head Start staff (if appropriate}.
- The School District will present various program options (including placement in Head Start) according to the guidelines of the least restrictive environment. ·

PLACEMENT OF CHILDREN WITH SPECIAL NEEDS

- Children identified as eligible for special education services will be presented several placement options (including Head Start's Home Base program if eligibility criteria are met) based on their unique educational needs.
- Head Start agrees to provide a variety of placement options within their program and to make necessary program information available to the parents to assist in their decision-making process.
- Both Head Start and the School District agree to work cooperatively in assisting families to decide which placement option works best for them. This can include providing opportunities to visit programs during operating hours, sharing program information and addressing any questions the families may have.

PROGRAM SERVICE DELIVERY

- The School District agrees to provide a full range of services on site as outlined by the child's IEP through d combination of direct service, integrated service and consultation.
- Both The School District and Head Start agree to work collaboratively in order to implement the child's IEP goals and objectives within the placement determined at the IEP meeting.
- The School District agrees to utilize the Child Find team to coordinate

whatever related services are necessary to meet the student's educational needs as outlined in his/her IEP.

COLLABORATIVE ACTIVITIES FOR THE SCHOOL DISTRICT/HEAD START INCLUSIONTEAM

- Staff members will participate in team meetings as appropriate.
- Team members will review and amend IEP goals and objectives as needed
- Team members will regularly review information related to a child's progress and overall functioning within the program.
- Staff from both programs will collaborate throughout the program year to meet the students' identified needs.
- Staff from both programs agree to share training information and resources.
- Team members agree to participate in the annual review process and share information related to the child's progress and overall functioning in the program.

TRANSIT/ON ACTIVITIES

- The School District and Head Start agree to work cooperatively in developing a transition plan as children move into and out of the Head Start inclusion program.
- Transition activities can include but are not limited to: providing program information to parents, assisting parents in visiting program options, obtaining- joint releases to facilitate the timely sharing of records and providing parents with home activities to support IEP goals.

It is understood that both programs shall follow the requirements outlined in the Family Education Right to Privacy Act and HIPPA with regard to protecting the confidentiality of the families involved.

This agreement can be reviewed, revised or terminated at any time by the written request of either agency.

Signature: Paola Ardila Date: 3/15/2023

Service Areas Support Specialist

School District Liaison: _____ Date: _____

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 11, 2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Diane White
Director of Purchasing

Presented at the following Board Meetings	
Construction/Facility	4/11/2023
Finance	4/11/2023
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/11/2023
BOE 2nd Reading	4/25/2023

SUBJECT: **Contract Pricing for Copy Paper – Second of Three Three-Month Extensions**

Background

On Tuesday, October 25, 2022, the Board of Education approved the bid for contract pricing to purchase Copy Paper.

Original bid documents for the annual district-wide copy paper (virgin and recycled) contract pricing for just-in-time delivery were released on Thursday, September 1, 2022. The bid requested three-month unit pricing with the possibility of three three-month contract extensions. Bids were due on Thursday, September 22, 2022, at 10:00 am. Solicitation for bids was made via BidNet. Seventeen vendors downloaded bid information. Only Garvey Office Products responded.

The market for paper and pulp remains volatile due to labor and supply-chain difficulties, and paper vendors are reluctant to provide pricing over an extended time period.

District 300 uses copy paper in many ways, including copier machines and smaller laser printers. Midland Paper holds the State of Illinois contract for copy paper limited to purchase in pallets only. Over the past two years, District 300 has purchased copy paper from the state contract held by Midland Paper. The State of Illinois contract has broad specifications for paper quality, and these interruptions affect productivity.

The Boise® X-9 ® paper offered by Garvey Office Products is designed for high-volume use in copiers and laser printers. Garvey Office Products stated that they could fulfill a three-month contract promptly and may be able to go as far as six months. Additionally, Garvey offers case and pallet pricing, whereas the State of Illinois contract only has pallet pricing.

Garvey Office Products has agreed to hold its pricing and has signed the offer letter for the first extension of the contract. The signed letter dated 03/13/2023 is included, and the Contract Term extension is through July 31, 2023. The possibility of two extensions of the contract remains.

Recommendation

Garvey Office Products, Niles, IL – Contract pricing for Copy Paper.
The administration recommends extending the current contract for copy paper to Garvey Office Products for an estimated contract amount of $100,000.00

Fiscal Impact

The education fund will fund the award of $100,000.00 to purchase Copy Paper. (10)

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

March 13, 2023

Mr. Kevin Garvey
Garvey's Office Products
7500 Caldwell
Niles, IL 60714

Via email: keving@garveys.com

Bid – Copy Paper – District-Wide

Dear Mr. Garvey,

On October 25, 2022, District 300 awarded the Copy Paper – District-Wide Bid to Garvey's Office Products. The contract was for three months; November 1, 2022 to January 31, 2023 with the possibility of three, three-month extensions. District 300 would like to exercise the second extension. This would extend our current contract to July 31, 2023.

If your firm agrees to the pricing as shown in the following original contract, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, May 9, 2023 and award by the board on Tuesday, May 23, 2023.

The favor of a reply is requested by March 20, 2023. Your signature below will allow for contract maintenance until board approval.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2023-03-15**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Kevin Garvey
9958255B895312DD47F32E2316248552 contractworks. **2023-03-15**
Service Provider

President **President**

DISTRICT 300

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

January 13, 2023

Mr. Kevin Garvey
Garvey's Office Products
7500 Caldwell
Niles, IL 60714

Via email: keving@garveys.com

Bid – Copy Paper – District-Wide

Dear Mr. Garvey,

On October 25, 2022, District 300 awarded the Copy Paper – District-Wide Bid to Garvey's Office Products. The contract was for three months; November 1, 2022 to January 31, 2023 with the possibility of three, three-month extensions. District 300 would like to exercise the first extension. This would extend our current contract to April 30, 2023.

If your firm agrees to the pricing as shown in the following original contract, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, February 14, 2023 and award by the board on Tuesday, February 28, 2023.

The favor of a reply is requested by January 23, 2023. Your signature below will allow for contract maintenance until board approval.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2023-01-13**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Kevin Garvey
9958255B895312DD47F32E2316248552 contractworks. **2023-01-13**
Service Provider

Kevin Garvey **President**

DISTRICT 300

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

October 26, 2022

Mr. Kevin Garvey
Garvey's Office Products
7500 Caldwell
Niles, IL 60714

Via email: keving@garveys.com

Bid – Copy Paper – District-Wide

Dear Mr. Garvey,

Congratulations! District 300 has awarded the Copy Paper – District-Wide to Garvey's Office Products! The Board of Education approved this award at their regular meeting of October 25, 2022. The estimated value of this contract is $72, 096.20 for the purchase of copy paper quarterly. This contract term is November 1, 2022 through January 31, 2023 with the possibility of three three-month extensions.

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

Please send this signed letter via Contract Works by November 4, 2022.

Please submit your Certificate of Insurance naming the District, the Board of Education and its members individually, and its employees and agents as additional named insured prior to November 7, 2022 to bids.purchasing@d300.org.

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

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2022-11-01**
OWNER *(Signature)*

Kevin Garvey
9958255B895312DD47F32E2316248552 contractworks. **2022-10-31**
CONTRACTOR *(Signature)*

Diane C. White, Director of Purchasing

Kevin Garvey **President**
(Printed name and title)

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

Sincerely,

Diane C White

Diane C. White, Director of Purchasing

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE:	**October 11, 2022**
TO:	Susan Harkin, Superintendent Board of Education
FROM:	Diane White, Director of Purchasing

Presented at the following Board Meetings	
Construction/Facility	
Finance	10/11/2022
Policy/Legislative	
School Utilization	
BOE 1st Reading	10/11/2022
BOE 2nd Reading	10/25/2022

SUBJECT: Contract Pricing for Copy Paper

Background

Bid documents for the annual district-wide copy paper (virgin and recycled) contract pricing for just-in-time delivery were released on Thursday, September 1, 2022. The bid requested unit pricing for three months with the possibility of three three-month contract extensions. Bids were due on Thursday, September 22, 2022, at 10:00 am. Solicitation for bids was made via BidNet. Seventeen vendors downloaded bid information. Only Garvey Office Products responded.

The market for paper and pulp remains volatile due to labor and supply-chain difficulties, and paper vendors remain reluctant to provide pricing over an extended period.

District 300 uses copy paper in many ways, including in the District's copier machines and smaller laser printers. Midland Paper holds the State of Illinois contract for copy paper, limited to purchase in pallets only. Over the last two years, District 300 has bought copy paper from the state contract held by Midland Paper. The State of Illinois contract has broad specifications for paper quality, and this quality has varied throughout the contract. Consequently, district schools have had some difficulty with paper jamming their machines, and these interruptions affect productivity.

The Boise® X-9 ® paper offered by Garvey Office Products is designed for high-volume use in copiers and laser printers. Garvey Office Products stated that they can fulfill a three-month contract on time and may be able to go as far as six months. Garvey offers case and pallet pricing, whereas the State of Illinois contract only has pallet pricing.

Administrative Recommendation

Garvey Office Products, Niles, IL - for multipurpose paper for a three-month contract with the possibility of three three-month extensions. The total estimated contract award is - $72,096.20.

Fiscal Impact

Purchases from this contract will be covered by building and department budgets.

COMMUNITY UNIT SCHOOL DISTRICT 300
COPIER PAPER DISTRICT WIDE - BID
Thursday, September 22, 2022 10:00AM - Virtual

COMPANY	GRAND TOTAL*	References	Bid Response Form A	Bid Response Form B	Addendum 1	Addendum 2	Certifications	Vendor App.	W-9	Comments
Agni Enterprises, LLC (dba) Head to Heels Safety Supplies										
Allied Solutions										
Contract Paper Group										
D D Office Products Inc										
Garvey's Office Products		Y	Y	Y	Y	Y	Y	Y	Y	
Global Supply Partners										
Imperial Dade, Kranz Division										
L2 Supplies and Services										
Lakeshore Learning Materials, LLC										
Midland										Formally Declined - State Contract Pricing included
PAPER101										
Pine Supply Corp.										
Purposed by Monroe contracting										
Quill LLC										Formally Declined
School Specialty LLC										
School Wholesale Supplies LLC										
Staples										No Bid - Punchout Pricing included
Tiles in Style DBA Taza Supplies										
Warehouse Direct										

Administration Recommends

Garvey's Office Products of Niles, IL - for multipurpose paper for a 3 month contract with the possibility of three three-month extensions. Award Total - $72,096.20.

D300 Item Number			D300 Item Description	D300 UOM	Estimated **Annual** Purchase Qty	Estimated **Quarterly** Purchase Bid Qty	**Garvey's Office Supply - Boise X9 - Multipurpose**		**Midland Paper/State Contract Bid Pricing -#2 Bond Copy Paper**		**Staples - Tru-Red Multipurpose Paper- Xerox Vitality recycled Sourcewell Purchasing Cooperative**				
									Prices include $2 per case added for delivery - State Contract exp 6/2024: https://www.bidbuy.illinois.gov/bbe/extranet/		**ITEM #**	**Ream**	**Case**		
15-0185	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 11, 40 CS/PALET		PALL	71	18	$1,876.00	$33,768.00	$1,777.60	$31,996.80	180036		$1,989.60	$1,989.60	$35,812.80
15-0190	PAPER, XERO, WHITE RYCL-30% PCW	20 LB. 8 1/2 X 11, 40 CS/PALET		PALL	17	4	$2,276.00	$9,104.00	$2,035.20	$8,140.80	386058	$71.04		$2,841.60	$11,366.40
						GRAND TOTALS		$42,872.00		$40,137.60					$47,179.20

D300 Item Number		D300 Item Description	D300 UOM	Estimated **Annual** Purchase Qty	Estimated **Quarterly** Purchase Bid Qty	**Garvey's Office Supply**		**Midland Paper/State Contract**		**Staples - Tru-Red white Multipurpose Paper- Xerox Vitality recycled**	
								Prices include $2 per case added for delivery - State Contract exp 6/2024: https://www.bidbuy.illinois.gov/bso/external/			
15-0020	PAPER, XEROGRAPHIC BLUE	PAPER, XEROGRAPHIC BLUE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	92	23	$74.90	$1,722.70	Not available	$0.00	$81.70	$1,879.10
15-0025	PAPER, XEROGRAPHIC, CANARY	PAPER, XEROGRAPHIC, CANARY20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	90	23	$74.90	$1,722.70	Not available	$0.00	$84.40	$1,941.20
15-0030	PAPER XEROGRAPHIC, GOLDENROD	PAPER XEROGRAPHIC, GOLDENROD20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	65	21	$74.90	$1,572.90	Not available	$0.00	$69.80	$1,465.80
15-0035	PAPER XEROGRAPHIC, GREEN	PAPER XEROGRAPHIC, GREEN20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	84	41	$74.90	$3,070.90	Not available	$0.00	$103.90	$4,259.90
15-0040	PAPER, XEROGRAPHIC, PINK	PAPER, XEROGRAPHIC, PINK20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	88	22	$74.90	$1,647.80	Not available	$0.00	$119.90	$2,637.80
15-0045	PAPER, XEROGRAPHIC, WHITE	PAPER, XEROGRAPHIC, WHITE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	959	240	$46.90	$11,256.00	Not available	$0.00	$42.99	$10,317.60
15-0046	PAPER, XERO, WHITE RYCL-30% PCW	PAPER, XERO, WHITE RYCL-30% PCW20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	440	110	$56.90	$6,259.00	Not available	$0.00	$71.04	$7,814.40
15-0050	PAPER, XEROGRAPHIC BLUE	PAPER, XEROGRAPHIC BLUE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0055	PAPER, XEROGRAPHIC, CANARY	PAPER, XEROGRAPHIC, CANARY20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0060	PAPER, XEROGRAPHIC GOLDENROD	PAPER, XEROGRAPHIC GOLDENROD20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0065	PAPER, XEROGRAPHIC GREEN	PAPER, XEROGRAPHIC GREEN20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0070	PAPER, XEROGRAPHIC, PINK	PAPER, XEROGRAPHIC, PINK20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0075	PAPER, XEROGRAPHIC, WHITE	PAPER, XEROGRAPHIC, WHITE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0080	PAPER, XEROGRAPHIC, CANARY	PAPER, XEROGRAPHIC, CANARY20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0085	PAPER, XEROGRAPHIC, BLUE	PAPER, XEROGRAPHIC, BLUE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0090	PAPER, XEROGRAPHIC, GOLDENROD	PAPER, XEROGRAPHIC, GOLDENROD20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0095	PAPER, XEROGRAPHIC GREEN	PAPER, XEROGRAPHIC GREEN20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0100	PAPER, XEROGRAPHIC, PINK	PAPER, XEROGRAPHIC, PINK20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0105	PAPER, XEROGRAPHIC, WHITE	PAPER, XEROGRAPHIC, WHITE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00		$0.00		$0.00
15-0110	PAPER, XEROGRAPHIC, FIREBALL	PAPER, XEROGRAPHIC, FIREBALL20 LB. 8 1/2 X 14,10 RM/CASEFUSCHIA 8 1/2X11 24 LB 10 RM/C	CASE	5	1		$0.00		$0.00		$0.00
15-0115	PAPER, XEROGRAPHIC, COSMIC	PAPER, XEROGRAPHIC, COSMIC20 LB. 8 1/2 X 14,10 RM/CASEORANGE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0120	PAPER, XEROGRAPHIC, LUMINOUS	PAPER, XEROGRAPHIC, LUMINOUS20 LB. 8 1/2 X 14,10 RM/CASELIME 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0125	PAPER, XEROGRAPHIC, TERRESTRIAL	PAPER, XEROGRAPHIC, TERRESTRIAL 20 LB. 8 1/2 X 14,10 RM/CASETEAL 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0130	PAPER, XEROGRAPHIC, PLANETARY	PAPER, XEROGRAPHIC, PLANETARY20 LB. 8 1/2 X 14,10 RM/CASEPURPLE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0132	PAPER, XEROGRAPHIC, SOLAR	PAPER, XEROGRAPHIC, SOLAR20 LB. 8 1/2 X 14,10 RM/CASEYELLOW 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0133	PAPER, XEROGRAPHIC, LUNAR	PAPER, XEROGRAPHIC, LUNAR 20 LB. 8 1/2 X 14,10 RM/CASEBLUE 8 1/2 X 11, 24 LB. 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0134	PAPER, XEROGRAPHIC, GAMMA	PAPER, XEROGRAPHIC, GAMMA 20 LB. 8 1/2 X 14,10 RM/CASEGRN 8 1/2 X11, 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0135	PAPER, XEROGRAPHIC, GALAXY	PAPER, XEROGRAPHIC, GALAXY20 LB. 8 1/2 X 14,10 RM/CASEGOLD 8 1/2X11, 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0136	PAPER, XEROGRAPHIC, PULSAR	PAPER, XEROGRAPHIC, PULSAR20 LB. 8 1/2 X 14,10 RM/CASEPINK 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0137	PAPER, XEROGRAPHIC,WHITE 3-HOL	PAPER, XEROGRAPHIC,WHITE 3-HOL20 LB. 8 1/2 X 14,10 RM/CASEPUNCH 8 1/2X11 20 LB 10 RM/CS	CASE	150	38	$51.90	$1,972.20	Not available	$0.00	$61.37	$2,332.06
15-0138	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEFUSCHIA 8 1/2X11 20 LB 10 RM/C	CASE	5	1		$0.00		$0.00		$0.00
15-0139	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEORANGE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0145	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASELIME 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0150	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASETEAL 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0155	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEPURPLE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0160	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEYELLOW 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0165	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEBLUE 8 1/2 X 11, 20 LB. 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0170	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEGRN 8 1/2 X11, 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0175	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEGOLD 8 1/2X11, 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0180	PAPER, XEROGRAPHIC, BRITE	PAPER, XEROGRAPHIC, BRITE20 LB. 8 1/2 X 14,10 RM/CASEPINK 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00		$0.00		$0.00
15-0185	PAPER, XEROGRAPHIC, WHITE	PAPER, XEROGRAPHIC, WHITE20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	71	18	$1,876.00	$33,768.00	$1,777.60	$31,996.80	$1,989.60	$35,812.80
15-0190	PAPER, XERO, WHITE RYCL-30% PCW	PAPER, XERO, WHITE RYCL-30% PCW20 LB. 8 1/2 X 14,10 RM/CASE20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	17	4	$2,276.00	$9,104.00	$2,035.20	$8,140.80	$2,841.60	$11,366.40
					GRAND TOTALS		$72,096.20		$40,137.60		$79,827.06

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

September 1, 2022

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Copy Paper – District-Wide

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Copy Paper
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received via Bidnet until **10:00 AM CT Thursday, September 22, 2022** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **Tuesday, October 25, 2022 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Sincerely,

Diane C. White
Director of Purchasing

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Copy Paper – District-wide

Bids be will be accepted electronically via Bidnet
until 10:00 AM CT Thursday, September 22, 2022
at which time they will be publicly opened and read.

A non-mandatory virtual pre-bid meeting is scheduled for 10:00 AM CT, Thursday, September 8, 2022. At that time, prospective bidders are invited to review bid documents via a virtual meeting. Please contact the D300 Purchasing Department for access to this meeting.

Any questions regarding this bid must be directed to:

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

Bid specifications will be available on
Thursday, September 1, 2022, after 4:00 PM.
To obtain bid specifications, please visit – https://www.d300.org/Purchasing - Click on Vendor Registration or Login. This Link will direct you to the District 300 BidNet website.

Project Timeline

Bid - Copy Paper			
Timeline 8/31/2022			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	Wednesday, August 31, 2022		Purchasing Office
Specifications Review	Thursday, September 1, 2022		
Specifications Finalized	Thursday, September 1, 2022		
Bid Released to Vendors	Thursday, September 1, 2022	4:00 PM	BidNet via the www.D300.org/Purchasing
Legal Ad Published	Saturday, September 3, 2022		Daily Herald
Pre-Bid Meeting	Thursday, September 8, 2022	10:00 AM	Virtual meeting
Q&A Deadline – via email	Thursday, September 15, 2022	3:00 PM	via Bidnet
Bid Opening	**Thursday, September 22, 2022**	**10:00 AM**	**Virtual**
Evaluation Period	9/22 — 9/29/2022		
Info. to CFO	Thursday, September 29, 2022		Jennifer Porter
BFC	Tuesday, October 11, 2022	4:00 PM	Administration Building
BOE Workshop	Tuesday, October 11, 2022	6:30 PM	Administration Building
BOE Approval	Tuesday, October 25, 2022	6:30 PM	Administration Building
Contract Term: Three months with possibility of three 3-month extensions	11/1/2022 - 1/31/2023		Purchasing Office

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form. **All bids must be submitted in hard copy along with an electronic version on a flash drive only**.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

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

i. Community Unit School District 300 is obtaining a three (3) Month agreement, with the possibility of three (3) three-month extensions.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

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

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the District or in person prior to the time and date established for the opening of bids

5. INVESTIGATION OF BIDDERS

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

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

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

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination

in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS (IS NOT REQUIRED OF THIS PROJECT)

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.
The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.
The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY (IS NOT REQUIRED OF THIS PROJECT)

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the District shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof.
The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. DELIVERY POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Big Timber Elementary School (224)484-5500	1400 Ridgecrest Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

17. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years or manufacturer, whichever is longer. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. INSURANCE (REQUIRED)

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

MINIMUM INSURANCE REQUIREMENTS

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

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

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

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

19. TOTAL PRICE FOR ALL ITEMS BID

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

20. HOLD HARMLESS AND INDEMNIFICATION

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

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

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

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

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

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

21. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

22. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

23. RECYCLED PRODUCTS

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

24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

25. MANUALS

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

26. CONTRACT TERM

This is a three-month contract, 11/1/2022 – 1/31/2023, with the possibility of three three-month extensions. Bidders will provide pricing for 3 months (11/1/2022 – 1/31/2023).

District 300 intends to award this bid to a single vendor. Bid award will be made in the best interest of District 300.

27. PERSONNEL

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

28. SEXUAL HARASSMENT

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

29. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

30. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

31. COMPLIANCE WITH LAWS

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

33. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

35. CANCELLATION

The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

36. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00 AM and 4:30 PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED ON EDUCATIONAL, LIBRARIES, OR OTHER MUNICIPALITIES IN THE LAST (5) YEARS.

1. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

2. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

REFERENCES (CONT.)

3. ORGANIZATION:

ADDRESS:

CITY, STATE, and ZIP CODE:

CONTACT PERSON:

TELEPHONE NUMBER: **EMAIL:**

DATES OF SERVICE: **DOLLAR AMOUNT:**

OFFEROR'S NAME

SIGNATURE: **DATE:**

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____

NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____
NOTARY PUBLIC

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

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2022

_____
NOTARY PUBLIC

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	**APPLICATION DATE**
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	**REVISION DATE**

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?
ADDRESS CITY STATE ZIP	
CONTACT PERSON/REPRESENTATIVE	FAX NUMBER ( ) / PHONE AND EXTENSION ( )
TYPE OF ORGANIZATION (Check Applicable) ☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION	IF INCORPORATED INDICATE IN WHICH STATE
YEARS ESTABLISHED:	**DO YOU ACCEPT PURCHASE ORDERS? YES** ☐ **NO** ☐ **DO YOU ACCEPT CREDIT CARDS? YES** ☐ **NO** ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

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

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

Requester's name and address (optional)

COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL 60102

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

☐☐ – ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** ▶ | **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Scope of Work

Copier Paper – District Wide

Provide all supplies necessary to perform the packing, transportation and delivery of copier paper for District 300. **Vendor will provide information regarding the origin of harvested and processed recycled paper upon submittal.** It is the intent of District 300 to award this bid to a single vendor. The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

Contract Term

This is a three-month contract, 11/1/2022 – 1/31/2023, with the possibility of three three-month extensions. Bidders will provide pricing for 3 months.

District 300 intends to award this bid to a single vendor. Bid award will be made in the best interest of District 300.

Additional Information

District 300 is requesting pricing for both white and colored paper.

Vendor unit pricing must include all applicable shipping charges. LTL deliveries must include lift-gate service.

Twenty-four (24) hour notification and inside delivery are required for all paper deliveries.

Purchase orders will be processed by individual sites, on an as needed basis.

All purchase orders will meet a minimum of **$500.00** per order per delivery.

All vendors bidding this project must provide one (1) ream of **8 ½ X 11, 20 lb. 92** Bright white copier paper at the vendors expense upon submittal. Sample will not be returned. The bidder's name and address must be clearly identified on the sample.

All invoices **must** be submitted with the same pricing and unit of measure as specified in the bid response form in order to avoid delayed payment.

Estimated Quarterly Purchase Quantity listed on Bid Response Form B represents a purchase estimation based on actuals, not a promise to purchase.

Bid Submission:

Electronic Submission to:

BidNet
please visit –
https://www.d300.org/Purchasing

***** Please submit your sealed bid no later than Thursday, September 22, 10:00 AM CT. *****

BID RESPONSE FORM A

Copy Paper – District-Wide

Upload both Bid Response Forms A and B to Bidnet.
Bid Response Form B should be uploaded in Excel format.

Vendor has received Addendum #1 Yes _____ No _____
Addendum #2 Yes _____ No_____

COMMENTS AND ADDITIONAL INFORMATION

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx.

_____
Name of Company/Corporation

60 Days
Length of time bid is firm

_____
Street Address

_____
Bid Submitted by:

_____
City, State, Zip Code

_____
Authorized Signature

_____
Telephone Number

_____
Please Type or Print Name

_____
Fax Number

_____
Illinois License Number

Email address - _____

***** Please submit your sealed bid no later than Thursday, September 22, 2022, 10:00 AM CT. *****

BID RESPONSE FORM B

Copy Paper – District-wide

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District 300. It is understood that:

1. **Where specifications indicate a particular brand name or manufacturer's catalog number, it shall be understood to mean "or equal", unless "No Substitute" is specified. Alternate bids must be identified by brand name and catalog number.**
2. **The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.**
3. **Separate purchase orders will be issued to the successful bidder for delivery to any of the district sites, located in Algonquin, Carpentersville, West Dundee, Hampshire, Lake in the Hills, Gilberts and Sleepy Hollow.**
4. **Prices quoted shall include all charges for handling, transportation and lift-gate delivery.**
5. **All items bid are F.O.B. destination.**
6. **Community Unit School District #300 is Tax Exempt.**
   Tax Exemption Number - E99960079.

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx.

NAME OF COMPANY /CORPORATION

STREET ADDRESS

CITY

STATE

ZIP

TELEPHONE NUMBER

FAX NUMBER

EMAIL ADDRESS

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

***** Please submit your sealed bid no later than Thursday, September 22, 2022, 10:00 AM CT *****

INSTRUCTIONS: Please fill in columns **C, D, E & M.** Please use column **O** for vendor comments.
SCOPE OF WORK:
Vendor will provide information regarding the origin of harvested and processed paper upon submittal.
ALL bidders must provide one (1) case of 8-1/2 x 11, 20 lb. 92 white copier paper at the vendors expense upon submittal. Sample will not be returned. The bidder's name and address must be clearly identified on the sample. Sample is due at the time of bid opening.
ALL bids must be completed in the Excel spreadsheet provided.
Electronic submissions must include this Excel file.
District 300 intends to award this bid to a single vendor.

Complete Address:	
Phone:	
Fax:	
E-Mail:	
Contact Person:	

NOTE: PRICING IS FOR A 3 MONTH PERIOD FROM 11/1/22 TO 1/31/23

Bid Name	BidDescription	Manufacturer's Name	Manufacturer's Item Number	Vendor Item Number	D300 Item Number			D300 Item Description	D300 UOM	Estimated **Annual** Purchase Qty	Estimated **Quarterly** Purchase Qty	Vendor Unit Price - 3 Months 11/1/2022 - 1/31/2023	Total Cost	Vendor Comments & Lead times
15-202122	15-202122 COPIER-PRINTER PAPER				15-0020	PAPER, XEROGRAPHIC BLUE	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC BLUE 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	92	23		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0025	PAPER, XEROGRAPHIC, CANARY	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	90	23		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0030	PAPER XEROGRAPHIC, GOLDENROD	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER XEROGRAPHIC, GOLDENROD 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	65	21		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0035	PAPER XEROGRAPHIC, GREEN	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER XEROGRAPHIC, GREEN 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	84	41		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0040	PAPER, XEROGRAPHIC, PINK	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	88	22		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0045	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	959	240		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0046	PAPER, XERO, WHITE RYCL-30% PCW	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XERO, WHITE RYCL-30% PCW 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	440	110		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0050	PAPER, XEROGRAPHIC BLUE	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC BLUE 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0055	PAPER, XEROGRAPHIC, CANARY	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0060	PAPER, XEROGRAPHIC GOLDENROD	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC GOLDENROD 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0065	PAPER, XEROGRAPHIC GREEN	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC GREEN 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0070	PAPER, XEROGRAPHIC, PINK	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0075	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0080	PAPER, XEROGRAPHIC, CANARY	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0085	PAPER, XEROGRAPHIC, BLUE	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, BLUE 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0090	PAPER, XEROGRAPHIC, GOLDENROD	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, GOLDENROD 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0095	PAPER, XEROGRAPHIC GREEN	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC GREEN 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0100	PAPER, XEROGRAPHIC, PINK	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0105	PAPER, XEROGRAPHIC, WHITE	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0110	PAPER, XEROGRAPHIC, FIREBALL	FUSCHIA 8 1/2X11 24 LB 10 RM/C	PAPER, XEROGRAPHIC, FIREBALL FUSCHIA 8 1/2X11 24 LB 10 RM/C	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0115	PAPER, XEROGRAPHIC, COSMIC	ORANGE 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, COSMIC ORANGE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0120	PAPER, XEROGRAPHIC, LUMINOUS	LIME 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, LUMINOUS LIME 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0125	PAPER, XEROGRAPHIC, TERRESTRIAL	TEAL 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, TERRESTRIAL TEAL 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0130	PAPER, XEROGRAPHIC, PLANETARY	PURPLE 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, PLANETARY PURPLE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0132	PAPER, XEROGRAPHIC, SOLAR	YELLOW 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, SOLAR YELLOW 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0133	PAPER, XEROGRAPHIC, LUNAR	BLUE 8 1/2 X 11, 24 LB. 10 RM/CS	PAPER, XEROGRAPHIC, LUNAR BLUE 8 1/2 X 11, 24 LB. 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0134	PAPER, XEROGRAPHIC, GAMMA	GRN 8 1/2 X11, 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, GAMMA GRN 8 1/2 X11, 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0135	PAPER, XEROGRAPHIC, GALAXY	GOLD 8 1/2X11, 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, GALAXY GOLD 8 1/2X11, 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0136	PAPER, XEROGRAPHIC, PULSAR	PINK 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, PULSAR PINK 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0137	PAPER, XEROGRAPHIC,WHITE 3-HOL	PUNCH 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC,WHITE 3-HOL PUNCH 8 1/2X11 20 LB 10 RM/CS	CASE	150	38		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0138	PAPER, XEROGRAPHIC, BRITE	FUSCHIA 8 1/2X11 20 LB 10 RM/C	PAPER, XEROGRAPHIC, BRITE FUSCHIA 8 1/2X11 20 LB 10 RM/C	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0139	PAPER, XEROGRAPHIC, BRITE	ORANGE 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE ORANGE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0145	PAPER, XEROGRAPHIC, BRITE	LIME 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE LIME 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0150	PAPER, XEROGRAPHIC, BRITE	TEAL 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE TEAL 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0155	PAPER, XEROGRAPHIC, BRITE	PURPLE 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE PURPLE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0160	PAPER, XEROGRAPHIC, BRITE	YELLOW 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE YELLOW 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0165	PAPER, XEROGRAPHIC, BRITE	BLUE 8 1/2 X 11, 20 LB. 10 RM/CS	PAPER, XEROGRAPHIC, BRITE BLUE 8 1/2 X 11, 20 LB. 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0170	PAPER, XEROGRAPHIC, BRITE	GRN 8 1/2 X11, 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE GRN 8 1/2 X11, 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0175	PAPER, XEROGRAPHIC, BRITE	GOLD 8 1/2X11, 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE GOLD 8 1/2X11, 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0180	PAPER, XEROGRAPHIC, BRITE	PINK 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE PINK 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0185	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 11, 40 CS/PALET	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	71	18		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0190	PAPER, XERO, WHITE RYCL-30% PCW	20 LB. 8 1/2 X 11, 40 CS/PALET	PAPER, XERO, WHITE RYCL-30% PCW 20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	17	4		$0.00	
											GRAND TOTAL		$0.00	

BID RESPONSE FORM A

Copy Paper – District-Wide

Upload both Bid Response Forms A and B to Bidnet.
Bid Response Form B should be uploaded in Excel format.

Vendor has received Addendum #1 Yes X No ____
Addendum #2 Yes X No ____

COMMENTS AND ADDITIONAL INFORMATION

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx.

Garvey's Office Products
Name of Company/Corporation

7500 Caldwell
Street Address

Niles, IL 60714
City, State, Zip Code

847-588-1681
Telephone Number

847-588-1695
Fax Number

60 Days
Length of time bid is firm

Kevin Garvey
Bid Submitted by:

Authorized Signature

Kevin Garvey
Please Type or Print Name

Illinois License Number

Email address - kevin@garveys.com

*** Please submit your sealed bid no later than Thursday, September 22, 2022, 10:00 AM CT. ***

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Garvey's Offie Products as part of its bid for the Copy Paper work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: GARvey's Offie Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL SEAL
MEGAN L. THOMAS
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 04/27/2026

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

Garvey's Office Products, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Garvey's Office Products

By: Kevin P Garvey
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

OFFICIAL SEAL
MEGAN L. THOMAS
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 04/27/2026

Megan L. Thomas
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Garvey's Office Products, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Garvey's Office Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL
MEGAN L. THOMAS
NOTARY PUBLIC - STATE OF ILLINOIS
My Commission Expires 04/27/2026

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Garvey's Office Products, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Garvey's Office Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL
MEGAN L. S
NOTARY PUBLIC S ILLINOIS
My Commission E /2026

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Garvey's Office Products agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Garvey's Office Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL SEAL
MEGAN L THOMAS
NOTARY PUBLIC - STATE OF ILLINOIS
My Commission Expires 04/27/2026

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Garvey's Office Products, as part of its bid for the Copy Paper work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Garvey's Office Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL SEAL
MEGAN L. THOMAS
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 04/27/2026

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

Garvey's Office Products, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Garvey's Office Products

By: _____
(Signature)

Kevin Garvey President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 9th day of September, 2022

_____
NOTARY PUBLIC

OFFICIAL SEAL
MEGAN L. THOMAS
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 04/27/2026

BID RESPONSE FORM B

Copy Paper – District-wide

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District 300. It is understood that:

1. **Where specifications indicate a particular brand name or manufacturer's catalog number, it shall be understood to mean "or equal", unless "No Substitute" is specified. Alternate bids must be identified by brand name and catalog number.**
2. **The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.**
3. **Separate purchase orders will be issued to the successful bidder for delivery to any of the district sites, located in Algonquin, Carpentersville, West Dundee, Hampshire, Lake in the Hills, Gilberts and Sleepy Hollow.**
4. **Prices quoted shall include all charges for handling, transportation and lift-gate delivery.**
5. **All items bid are F.O.B. destination.**
6. **Community Unit School District #300 is Tax Exempt.**

Tax Exemption Number - E99960079.

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ **#2 -** _____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-795 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx.

NAME OF COMPANY / CORPORATION	Gaffney's Office Products
STREET ADDRESS	7538 Caldwell
CITY	Niles
STATE	IL
ZIP	60714
TELEPHONE NUMBER	847-588-1695
FAX NUMBER	847-588-1681
EMAIL ADDRESS	Kevin@getgaffneys.com

FEIN NUMBER	36-2530345
ILLINOIS LICENSE NUMBER	0022-0701
BID SUBMITTED BY:	
SIGNATURE OF AUTHORIZED AGENT	
PLEASE TYPE OR PRINT NAME	Kevin Gaffney
DATE	9-14-22

*** Please submit your sealed bid no later than Thursday, September 22, 2022, 10:00 AM CT ***

REFERENCES

LIST BELOW (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES PERFORMED ON EDUCATIONAL, LIBRARIES, OR OTHER MUNICIPALITIES IN THE LAST (5) YEARS.

---

1. ORGANIZATION:
Lincoln Way CHSD 210

ADDRESS:
1801 E. Lincoln Hw

CITY, STATE, and ZIP CODE:
New Lenox IL 60451

CONTACT PERSON:
Corey Seber

TELEPHONE NUMBER: **EMAIL:**
815-462-2134 cseeber2lw210.org

DATES OF SERVICE: **DOLLAR AMOUNT:**
09-01-22 Forward $100,000 (+)

2. ORGANIZATION:
Queen Bee School District 16

ADDRESS:
1560 Bloomingdale Road

CITY, STATE, and ZIP CODE:
Glendale Heights, IL 60139

CONTACT PERSON:
Linda A Icalde

TELEPHONE NUMBER: **EMAIL:**
630-260-6166 laicalde@queenbee16.org

DATES OF SERVICE: **DOLLAR AMOUNT:**
01-02-20 Forward $100,000 (+)

REFERENCES (CONT.)

3. ORGANIZATION:
Naperville School District 203

ADDRESS:
710 W. 5th Ave

CITY, STATE, and ZIP CODE:
Naperville, IL 60563

CONTACT PERSON:
Jim Hard

TELEPHONE NUMBER: **EMAIL:**
630-420-6411 jhard@naperville203.org

DATES OF SERVICE: **DOLLAR AMOUNT:**
05-01-22 Forward # 100,000 (+)

OFFEROR'S NAME
Kevin Harvey 9-14-22

SIGNATURE: **DATE:**
Kevin Harvey

COMMENTS –

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 9-14-22

COMPANY	HOW LONG IN PRESENT BUSINESS?
Garvey's Office Products	97 Years

ADDRESS	CITY	STATE	ZIP
7500 Caldwell	Niles	IL	60714

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Kevin Garvey	(847) 588-1695	(847) 588-1681

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

IF INCORPORATED INDICATE IN WHICH STATE: IL

YEARS ESTABLISHED: 1925

DO YOU ACCEPT PURCHASE ORDERS? YES ☒ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☒ NO ☐

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☒ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

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

(A) PRESIDENT: Kevin Garvey
(B) VICE PRESIDENT: Dan Garvey
(C) SECRETARY: Megan Thomas
(D) TREASURER: Jim Griffith
(E) OWNERS, PARTNERS, OR STOCKHOLDERS: Office Depot

TAXPAYER'S I.D. NO.
FEIN 36-2530555
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☒ OTHER ☐
Workers' Compensation: State Minimum ☐ Greater than Minimum ☒
Required that CUSD be named as an Additional Insured ☒ INSURANCE CO. AP Gallagher

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Kevin Garvey	President

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
100	#45 Mil		85000

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	See References Page			
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

Kurt Cleary

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

President

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Garvey's Office Products Inc a wholly owned subsidiary of Office Depot

2 Business name/disregarded entity name, if different from above
Garvey's Office Products

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
P.O. Box 5678 **Main Office: 7500 N Caldwell Ave**

6 City, state, and ZIP code
Carol Stream, IL 60197-5678 **Niles, IL 60714-3808**

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

3	6	–	2	5	3	0	5	5	5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Stephanie Bernal Date ▶ 1-5-22

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

INSTRUCTIONS: Please fill in columns **C, D, E & M.** Please use column **O** for vendor comments.
SCOPE OF WORK:
Vendor will provide information regarding the origin of harvested and processed paper upon submittal.
ALL bidders must provide one (1) case of 8-1/2 x 11, 20 lb. 92 white copier paper at the vendors expense upon submittal. Sample will not be returned. The bidder's name and address must be clearly identified on the sample. Sample is due at the time of bid opening.
ALL bids must be completed in the Excel spreadsheet provided.
Electronic submissions must include this Excel file.
District 300 intends to award this bid to a single vendor.

	Garvey's Office Products
Complete Address:	7500 Caldwell Avenue Niles. IL 60714
Phone:	847-588-1681
Fax:	847-588-1695
E-Mail:	keving@getgarveys.com
Contact Person:	Kevin Garvey

NOTE: PRICING IS FOR A 3 MONTH PERIOD FROM 11/1/22 TO 1/31/23

Bid Name	BidDescription	Manufacturer's Name	Manufacturer's Item Number	Vendor Item Number	D300 Item Number			D300 Item Description	D300 UOM	Estimated **Annual** Purchase Qty	Estimated **Quarterly** Purchase Qty	Vendor Unit Price - 3 Months 11/1/2022 - 1/31/2023	Total Cost	Vendor Comments & Lead times
15-202122	15-202122 COPIER-PRINTER PAPER	XEROX	3R11050	XER3R11050	15-0020	PAPER, XEROGRAPHIC BLUE	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC BLUE 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	92	23	74.9	$1,722.70	
15-202122	15-202122 COPIER-PRINTER PAPER	XEROX	3R05858	XER3R05858	15-0025	PAPER, XEROGRAPHIC, CANARY	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	90	23	74.9	$1,722.70	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	MP2201GLD	CASMP2201GLD	15-0030	PAPER XEROGRAPHIC, GOLDENROD	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER XEROGRAPHIC, GOLDENROD 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	65	21	74.9	$1,572.90	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	MP2201GN	CASMP2201GN	15-0035	PAPER XEROGRAPHIC, GREEN	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER XEROGRAPHIC, GREEN 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	84	41	74.9	$3,070.90	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	MP2201PK	CASMP2201PK	15-0040	PAPER, XEROGRAPHIC, PINK	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	88	22	74.9	$1,647.80	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	OX9001	CASOX9001	15-0045	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	959	240	46.9	$11,256.00	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	54901	CAS054901	15-0046	PAPER, XERO, WHITE RYCL-30% PCW	20 LB. 8 1/2 X 11, 10 RM/CASE	PAPER, XERO, WHITE RYCL-30% PCW 20 LB. 8 1/2 X 11, 10 RM/CASE	CASE	440	110	56.9	$6,259.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0050	PAPER, XEROGRAPHIC BLUE	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC BLUE 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0055	PAPER, XEROGRAPHIC, CANARY	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0060	PAPER, XEROGRAPHIC GOLDENROD	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC GOLDENROD 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0065	PAPER, XEROGRAPHIC GREEN	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC GREEN 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0070	PAPER, XEROGRAPHIC, PINK	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0075	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 14,10 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 14,10 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0080	PAPER, XEROGRAPHIC, CANARY	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, CANARY 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0085	PAPER, XEROGRAPHIC, BLUE	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, BLUE 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0090	PAPER, XEROGRAPHIC, GOLDENROD	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, GOLDENROD 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0095	PAPER, XEROGRAPHIC GREEN	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC GREEN 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0100	PAPER, XEROGRAPHIC, PINK	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, PINK 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0105	PAPER, XEROGRAPHIC, WHITE	20 LB. 11 X 17, 5 RM/CASE	PAPER, XEROGRAPHIC, WHITE 20 LB. 11 X 17, 5 RM/CASE	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0110	PAPER, XEROGRAPHIC, FIREBALL	FUSCHIA 8 1/2X11 24 LB 10 RM/C	PAPER, XEROGRAPHIC, FIREBALL FUSCHIA 8 1/2X11 24 LB 10 RM/C	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0115	PAPER, XEROGRAPHIC, COSMIC	ORANGE 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, COSMIC ORANGE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0120	PAPER, XEROGRAPHIC, LUMINOUS	LIME 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, LUMINOUS LIME 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0125	PAPER, XEROGRAPHIC, TERRESTRIAL	TEAL 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, TERRESTRIAL TEAL 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0130	PAPER, XEROGRAPHIC, PLANETARY	PURPLE 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, PLANETARY PURPLE 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0132	PAPER, XEROGRAPHIC, SOLAR	YELLOW 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, SOLAR YELLOW 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0133	PAPER, XEROGRAPHIC, LUNAR	BLUE 8 1/2 X 11, 24 LB. 10 RM/CS	PAPER, XEROGRAPHIC, LUNAR BLUE 8 1/2 X 11, 24 LB. 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0134	PAPER, XEROGRAPHIC, GAMMA	GRN 8 1/2 X11, 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, GAMMA GRN 8 1/2 X11, 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0135	PAPER, XEROGRAPHIC, GALAXY	GOLD 8 1/2X11, 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, GALAXY GOLD 8 1/2X11, 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0136	PAPER, XEROGRAPHIC, PULSAR	PINK 8 1/2X11 24 LB 10 RM/CS	PAPER, XEROGRAPHIC, PULSAR PINK 8 1/2X11 24 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	OX9001P	CASOX9001P	15-0137	PAPER, XEROGRAPHIC,WHITE 3-HOL	PUNCH 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC,WHITE 3-HOL PUNCH 8 1/2X11 20 LB 10 RM/CS	CASE	150	38	51.9	$1,972.20	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0138	PAPER, XEROGRAPHIC, BRITE	FUSCHIA 8 1/2X11 20 LB 10 RM/C	PAPER, XEROGRAPHIC, BRITE FUSCHIA 8 1/2X11 20 LB 10 RM/C	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0139	PAPER, XEROGRAPHIC, BRITE	ORANGE 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE ORANGE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0145	PAPER, XEROGRAPHIC, BRITE	LIME 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE LIME 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0150	PAPER, XEROGRAPHIC, BRITE	TEAL 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE TEAL 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0155	PAPER, XEROGRAPHIC, BRITE	PURPLE 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE PURPLE 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0160	PAPER, XEROGRAPHIC, BRITE	YELLOW 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE YELLOW 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0165	PAPER, XEROGRAPHIC, BRITE	BLUE 8 1/2 X 11, 20 LB. 10 RM/CS	PAPER, XEROGRAPHIC, BRITE BLUE 8 1/2 X 11, 20 LB. 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0170	PAPER, XEROGRAPHIC, BRITE	GRN 8 1/2 X11, 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE GRN 8 1/2 X11, 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0175	PAPER, XEROGRAPHIC, BRITE	GOLD 8 1/2X11, 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE GOLD 8 1/2X11, 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER				15-0180	PAPER, XEROGRAPHIC, BRITE	PINK 8 1/2X11 20 LB 10 RM/CS	PAPER, XEROGRAPHIC, BRITE PINK 8 1/2X11 20 LB 10 RM/CS	CASE	5	1		$0.00	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	OX9001	CASOX9001PLT	15-0185	PAPER, XEROGRAPHIC, WHITE	20 LB. 8 1/2 X 11, 40 CS/PALET	PAPER, XEROGRAPHIC, WHITE 20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	71	18	1876	$33,768.00	
15-202122	15-202122 COPIER-PRINTER PAPER	BOISE CASCADE	54901	CAS054901	15-0190	PAPER, XERO, WHITE RYCL-30% PCW	20 LB. 8 1/2 X 11, 40 CS/PALET	PAPER, XERO, WHITE RYCL-30% PCW 20 LB. 8 1/2 X 11, 40 CS/PALET	PALL	17	4	2276	$9,104.00	
												GRAND TOTAL	$72,096.20	

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **Mar 22, 2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Jon Mickle
Director of Facilities

Presented at the following Board Meetings	
Construction/Facility	04/11/2023
Finance	04/11/2023
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Capital Projects Summer 2023 Gast Road Sidewalk Bid**

Background

In conjunction and partnership with LAMP, planning, design, and final bidding documents for the Gast Road Sidewalk Project were produced and bid out, following all regulations and board policies. A summary of projects, bid results by trade package, bid opening date, and the administrative recommendation for each bid release is provided.

The bid was opened on March 23, 2023, and came in under budget with contingency included.

Administrative Recommendation

Trade Package - three companies bid on this project.
The administration recommends awarding the bid to Landmark Contractors, Inc, Huntley, IL, for a contract amount of $82,545.00.

Fiscal Impact

The contract total of $ 82,545.00 is being funded through the Capital Projects Fund (Fund 60).

Community Unit School District 300

Hampshire High School Gast Rd. Sidewalk

Thursday, March 23, 2023, at 2:00 PM

General Construction

LAMP INCORPORATED
A Construction Tradition

Trade Contractor	Base Bid	No Addendum	Bond or Cert. Check	Labor Rate Sheet	Public Certificates	Combination Bid	Notes
Alliance Contractors, Inc.	$ 105,000.00	x	x	x	x		
Chadwick Contracting Company	no bid						
Kane County Excavating	no bid						
Landmark Contractors, Inc.	$ 82,545.00	x	x	x	x		
Paul Herrera Construction Company	$ 86,800.00	x	x	x	x		

460 N. Grove Ave.
Elgin, IL 60120
www.lampinc.net

O: 847.741.7220
F: 847.741.9677

April 3, 2023

Mr. Jonathon Mickle
Director of Facilities
Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102

RE: Letter of Bid Compliance
Hampshire High School - Galt Road Sidewalk

Dear Mr. Mickle:

On Thursday, March 23, 2023, bids were received for the Community Unit School District 300 Hampshire High School - Galt Road Sidewalk project. Lamp Incorporated completed a work scope review for the following Trade Package and have found the apparent low bidder to be in compliance with the Contract Documents. Please confirm Lamp Incorporated is authorized to issue contract as outlined below.

General Construction
Landmark Contractors, Inc.

Base Bid:	$	82,545.00
Proposed Contract Amount:	**$**	**82,545.00**

Should you have any questions, or require any additional information, please do not hesitate to contact me at your convenience.

Respectfully,

LAMP INCORPORATED

Chad Alexander
Vice President of Operations

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 23, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Jorge Almodovar
Executive Director of ELL & World Language

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: Approval of Dual Language Reading Program Contract

Background

iStation is a Spanish instructional program that includes a path and assessment for iStation Español to be used in our dual language classrooms K-5 to measure proficiency in Spanish while providing a targeted instructional approach to support student learning. iStation is also used upon enrollment for Spanish-speaking newcomers in non-dual language classrooms to gather baseline data within their native language. The contract is presented in the form of a one-year contract.

Administrative Recommendation

The administration recommends that the Board approve the contract.

Fiscal Impact

The contract will be funded through the ELL budget for an annual cost of $59,264.80.



Quote Q-52029-1

Prepared For:
Community Unit School District 300
2550 Harnish Dr
Algonquin, IL
60102-6870

Your Istation Partner:
Julie Ellis
Account Executive
jellis@istation.com
+1 3146149111

ACCREDITED BUSINESS
BBB Rating: A+

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-52029-1
Prepared For: Community Unit School District 300
Expires On: 9/30/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Istation Lectura

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
1	Istation Lectura	9/1/2023	12	8/31/2024	Golfview Elementary School	$8,318.00
1	Istation Lectura	9/1/2023	12	8/31/2024	Lakewood School	$10,330.00
1	Istation Lectura	9/1/2023	12	8/31/2024	Meadowdale Elementary School	$8,318.00
					Istation Lectura TOTAL:	$26,966.00

IE.Student - Lectura (Student Account)

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
90	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Big Timber Elementary School	$2,430.00
200	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Carpentersville Middle School	$5,400.00
5	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Dundee Highlands Elementary School	$135.00
25	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Dundee Middle School	$675.00
5	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Gary D Wright Elementary School	$135.00
5	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Hampshire Elementary School	$135.00
199	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Liberty Elementary School	$5,373.00
5	IE.Student - Lectura (Student Account)	9/1/2023	12	8/31/2024	Sleepy Hollow Elementary School	$135.00
					IE.Student - Lectura (Student Account) TOTAL:	$14,418.00

Professional Development Onsite - Full Day 40

One Full-Day of Istation Professional Development with 1 Trainer for up to a maximum of 40 attendees. Additional time, trainers, or attendees may require addition Professional Development to be purchased. Must be used in current subscription term. Potential Virtual Conversion due to COVID-19 school closures.

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
6	Professional Development Onsite - Full Day 40	9/1/2023	12	8/31/2024		$21,000.00
					Professional Development Onsite - Full Day 40 TOTAL:	$21,000.00

SUBTOTAL:	$62,384.00
DISCOUNT:	($3,119.20)
TAX (if applicable):	
1 YEAR CUSTOMER TOTAL:	$59,264.80
Multi Year Options - more detail on following page:	
2 YEAR DISCOUNTED TOTAL:	$109,047.23
3 YEAR DISCOUNTED TOTAL:	$151,125.24

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-52029-1
Prepared For: Community Unit School District 300
Expires On: 9/30/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Additional Options (to be paid in full). Totals do not include tax (if applicable):

Choose 1, 2, or 3 year Subscription

		1 YEAR SUBSCRIPTION		2 YEAR SUBSCRIPTION		3 YEAR SUBSCRIPTION
Additional Discount Amount:		*Quoted Price*		($9,482.37)		($26,669.16)
% Discount:		*Quoted Price*		*8.00%*		*15.00%*
Your Total Cost:		$59,264.80		$109,047.23		$151,125.24

Subscription Start Date: 9/1/2023 Subscription Term: 12 Subscription End Date: 8/31/2024

Please email or fax the following items to 214-291-5534 or orders@istation.com. Failure to provide the below will cause a delay in processing your order.

- Signed Purchase Order that includes the quote number
- Signature page of this Quote (choose subscription length)

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective authorized representatives whose signatures appear below.

Istation

Signature: _____

Printed Name: _____

Title: _____

Dated: _____

Community Unit School District 300

Signature: _____

Printed Name: _____

Title: _____

Dated: _____

PO # (if available): _____

To ensure timely fulfillment, please provide the requested contact information below:

Primary Implementation Contact

Name: _____

Email: _____

Phone: _____

Accounts Payable / Billing Contact

Name: _____

Email: _____

Phone: _____

District Technology Contact

Name: _____

Email: _____

Phone: _____

District Data Contact

Name: _____

Email: _____

Phone: _____

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-52029-1
Prepared For: Community Unit School District 300
Expires On: 9/30/2023

TERMS OF USE:

The following Terms of Use and Service (these "Terms") are important. Please read carefully.
Istation provides customers with a variety of resources, including, but not limited to, (i) one or more of Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), (v) reports, calculated results, scoring, graphs and any other materials derived from Istation's algorithmic software features (collectively the "Scoring and Reporting Resources"), (vi) Processed Data, as defined hereinafter, and (vii) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively the "**Resources**".

For purposes of these Terms, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company ("**Your Company**"), which may be a school or school district, and (iii) authorized users of Your Company, who are students, employees, representatives, and agents of Your Company that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

Each of the Resources is provided to You conditioned on Your acceptance, without modification, of these Terms, which constitute a legally binding agreement between Istation and You. YOUR ACCESS OR USE OF ANY RESOURCE CONSTITUTES YOUR AGREEMENT TO BE BOUND BY THESE TERMS FOR ALL RESOURCES. IF YOU DO NOT AGREE TO THESE TERMS, YOU MAY NOT ACCESS OR USE ANY RESOURCE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THESE TERMS SHALL BE BINDING ON YOU UPON THE EARLIER TO OCCUR OF (i) YOUR EXECUTION OF THESE TERMS, (ii) THE DATE THAT YOU DOWNLOAD ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL FROM Istation, (iii) THE DATE OF DELIVERY OF ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL BY Istation TO YOU, AND (iv) THE DATE ON WHICH YOU ACCESS OR USE ANY OF THE RESOURCES THROUGH THE WEB SITE.

1. **Changes to Terms.** Istation may, from time to time and at Istation's sole discretion, modify these Terms without individual notice to You. So long as the Web Site remains operational, the current version of these Terms will be posted on the Web Site, which You can review by clicking on the "Terms of Use" link located on the Web Site. The modified Terms will be effective immediately upon posting on the Web Site. You agree to the new posted Terms by continuing Your use of the Resources. You agree to review the Terms periodically on the Web Site. If You do not agree with the modified Terms posted on the Web Site, Your only remedy is to discontinue using the Resources.
2. **Privacy Statement.** Istation's Privacy Statement (the "**Privacy Statement**") is incorporated into, and made a part of, these Terms. The Privacy Statement relates to Istation's collection and use of Your personal information. You consent to the terms and conditions of the Privacy Statement.
3. **Subscription.**
    1. Most (if not all) of the Resources require You to purchase a subscription from Istation before You may use or access them (a "**Subscription**"). You may purchase a Subscription to one or more Resources (the "**Purchased Resources**") by paying the then-current subscription fee to Istation (the "**Subscription Fee**") for such Purchased Resources, as such Subscription Fee is determined by Istation. Each Subscription Fee shall cover a specified period of time for the Purchased Resources (the "**Subscription Period**"). Upon expiration of the Subscription Period for a Purchased Resource, Your access and use of the Purchased Resources shall expire, and You shall no longer be entitled to access or use such Purchased Resources, unless You renew Your Subscription to such Purchased Resources by paying the then-current Subscription Fee for such Purchased Resources. Any Professional Development purchases including Onsite Training, Webinars, and Implementation services must also be used within the current Subscription Period and may not be rolled over into later Subscription Periods. Istation may, from time to time and at Istation's sole discretion, modify the Subscription Fees for any and all Resources without individual notice to You.
    2. In the event You purchase a Subscription to a Purchased Resource, You will be required to register (the "**Registration**") and obtain a user account (a "**User Account**") for each Authorized User's access to, and use of, such Purchased Resource provided, however, that each Purchased Resource may, as determined by Istation, (i) be limited to a maximum number of Authorized Users (such as students) and (ii) have other restrictions applicable to such Purchased Resource. During Registration for each and every Purchased Resource, You agree to submit accurate, current, and complete information about You (including, but not limited to, Your Company and the Authorized Users) and promptly update such information. Should Istation suspect that any such Registration information is untrue, inaccurate, not current, or incomplete, Istation has the right to suspend or terminate use of any and all Resources and User Accounts. Upon Registration, each Authorized User will be assigned a personal, nontransferable password tied to a specific User Account. You are solely responsible for (i) any and all activities that occur under the User Accounts and (ii) ensuring that Authorized Users exit or log off from User Accounts at the end of each session of use. Users Accounts cannot be shared and may be used only by the Authorized User to whom the User Account is registered. User Accounts cannot be assigned to any third party vendors or other entities seeking to use the Purchased Resources for use in their products and/or for commercial use or monetary gain. You shall notify Istation immediately of any unauthorized use of the Authorized Users' passwords or the User Accounts or any other breach of security that is known or suspected by You. Where the number of Authorized Users for a Purchased Resource falls below the maximum number permitted under Your Subscription for such Purchased Resource, You may designate other students as replacement Authorized Users with respect to such Purchased Resource. You are responsible for Registration of all Authorized Users and all acts and omissions (whether authorized or unauthorized) of the Authorized Users.
4. **Intellectual Property.**
    1. Istation Intellectual Property. All Resources (including, but not limited to, the Licensed Applications, the Web Site, the Downloadable Materials, and the Scoring and Reporting Resources), and all materials displayed on, or contained within, the Resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials, Scoring and Reporting Resources), such as the

design, “look and feel”, text, editorial materials, informational text, photographs, illustrations, artwork and other graphic materials, audio, video, names, logos, trademarks, and service marks of or on the Resources (collectively the “**Resource Materials**”), whether publicly posted or privately transmitted, as well as all derivative works of the Resources and the Resource Materials, are the exclusive property of, and exclusively owned by, Istation and Istation’s licensors and are protected by copyright, trademark, trade secret, and other intellectual property laws. The Istation name, designs, and related marks contained within the Resources and the Resource Materials are trademarks of Istation and Istation’s licensors. You do not acquire any ownership rights in or to the Resources or any Resource Materials through Your access to, or use of, the Resources, and You possess only those limited rights expressly granted to You in these Terms. Istation reserves all right, title, and interest in and to the Resources and the Resource Materials.

2. Your Data. As between You and Istation, You are and will remain the owner of all right, title, and interest in and to all of Your Data. For purposes of these Terms, “**Your Data**” means information, data, and other content that is collected, downloaded, or otherwise received, directly or indirectly from You or an Authorized User by or through the Purchased Resources. Notwithstanding the foregoing, Your Data shall not include any information, data and other content that incorporates or is otherwise derived from the processing of such information, data, and content by or through the Purchased Resources (the “Processed Data”).

5. **License.** Subject to compliance with the Subscription and Registration terms and conditions contained in Section 3 (Subscription), including, but not limited to, possessing a valid User Account and related password and restricting access and use to Authorized Users, Istation grants to You a personal, limited, nonexclusive, nontransferable, and revocable license to access and use the Purchased Resources and related Resource Materials, but only during the Subscription Period applicable to each such Purchased Resource, solely for Your educational purposes and subject to these Terms.

6. **Restrictions.**
   1. Any copies that You make of the Resources or the Resource Materials must retain all proprietary, copyright, trademark, or service mark legends and other notices.
   2. Access and use of the Resources and the Resource Materials is permitted only as expressly provided in these Terms.
   3. You may not (i) upload, post, publish, transmit, distribute, disseminate, display, perform, disclose, rent, lease, modify, loan, broadcast, or circulate any Resource or any Resource Material, (ii) operate or make available any Resources or any Resource Material in a service bureau, time-sharing, or other managed services environment, (iii) participate in the transfer, sublicense, assignment, or sale of any Resource or any Resource Material, (iv) access or use any Resource or Resource Material for purposes of competitive analysis of the Resource, Resource Materials, or Purchased Resources, or use or provide third-party access to Your Data or Processed Data, either directly or indirectly, for the development, provision, advertising, marketing, or use of a competing software service or product or any other purpose that is to the Istation’s detriment or commercial disadvantage, or (v) modify or create any derivative work of any Resource or any Resource Material or in any way exploit any Resource or any Resource Material provided, however, that You may download and use the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   4. You may not use any of the trademarks of Istation, or Istation’s licensors, suppliers, or service providers, contained in any Resource or any Resource Material. No portion of the Resources or the Resource Materials may be stored in a computer except for educational and noncommercial use.
   5. You may not copy the Resource or the Resource Materials provided, however, that You may copy the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   6. You may not disassemble, decompile, or reverse engineer any Resource or any Resource Material or otherwise attempt to determine the makeup or source code of any Resource.
   7. You may not upload any data, including any and all of Your Data, to, or otherwise access or use, any Resource or Resource Material in any manner that would materially impact the operation of such Resource or Resource Material.
   8. You may not allow access to, disclose or otherwise provide Processed Data to any third-party except for use in connection with and for the benefit of Your internal business purposes i.e. research. In no manner shall you allow or assign access to any of the Purchased Resources or Resource Materials, including but not limited to, the Reporting and Scoring Resources or Processed Data, for any third party vendors entities or other persons seeking to use for their own products or services, for commercial use or monetary gain, or otherwise.
   9. Any deviations from any of these Terms require prior written consent from Istation.

7. **Conduct.**
   1. You agree not to (or permit anyone else to) (i) upload, transmit, post, e-mail, or otherwise make available through the Resources any content or other material in any format that (a) is illegal, false, inaccurate, unlawful, harmful, hateful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, profane, offensive, pornographic, invasive of another's privacy, libelous, or otherwise objectionable or inappropriate or (b) contains any viruses, worms, Trojan horses, corrupted files, or any other similar software or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; (ii) alter, remove, or falsify any attributions or other proprietary designations of origin or source of any other content appearing in or on the Resources or the Resource Materials; (iii) take any action that imposes an unreasonable or disproportionately large load on Istation's infrastructure; (iv) use any automated means to download data from any of the Resources’ databases or engage in any data gathering, mining, harvesting, or extraction methods from any Resource for any purpose; (v) impersonate another person or entity or use any fake name or identity; (vi) allow any other person or entity to use Your identification or User Account for any purpose; or (vii) violate any applicable law, rule, regulation, or right, including, but not limited to, intellectual property and privacy rights. The use of any device, software, or routine that interferes or attempts to interfere with the proper working of any Resource is expressly prohibited.
   2. By posting, uploading, inputting, providing, or submitting information, data (including, but not limited to, Your Data, student data or student information, such as personally identifiable information about students and writings prepared by students), or materials to or through any Resource (including, but not limited to, through the Web Site) (collectively the “**Submissions**”), You are granting Istation, Istation’s affiliated companies, and necessary sublicensees, subject to the Privacy Statement, irrevocable permission to use in perpetuity, without compensation and without restriction (including, but not limited to, a worldwide, transferable, perpetual, royalty-free, fully paid-up license), Your Submissions, including, but not limited to, the rights to copy, distribute, transmit, publish, publicly display, use, publicly perform, reproduce, edit, translate, reformat, modify, and prepare derivative works of Your Submissions. No compensation will be paid with respect to the use of Your Submissions. Istation is under no obligation to post or use any Submission You may provide. By posting, uploading, inputting, providing, or submitting Your Submissions, You represent and warrant that (i) You own or otherwise control all of the rights to Your Submissions as described in these Terms, (ii) such Submissions comply with these Terms, including Section 7(a) of these Terms, (iii) You have all necessary right and authority (including, but not limited to, all third-party consents) to post, upload, input, provide, and submit the Submissions, and (iv) with respect to Submissions of personal information of a child under 13 years of age, You have requested and received parental consent of such Submissions in compliance with, and such Submissions otherwise in compliance with, the Children's Online Privacy Protection Act of 1998 (“**COPPA**”) and COPPA’s rules and regulations.

8. **Security.**
    1. Istation will take commercially reasonable precautions to secure the Web Site against (i) unauthorized access by third parties and by unauthorized Istation employees, (ii) damage, disruption, and other activity aimed at Resource availability, and (iii) trespass or illegal actions. Istation reserves the right to temporarily deny and cancel access privileges for anyone suspected of attempting to work outside parameters that threaten the security of the Resource, the Resource Materials, Your Submissions (including, but not limited to, data submitted by You), or Istation's providing the Resources.
    2. NOTWITHSTANDING SECTION 8a, YOU ACCEPT SOLE RESPONSIBILITY FOR THE ACCURACY, ADEQUACY, AND LEGALITY OF, AND LIABILITIES ASSOCIATED WITH, YOUR SUBMISSIONS (INCLUDING, BUT NOT LIMITED TO, DATA SUBMITTED BY YOU AND WRITINGS PREPARED BY STUDENTS) AND FOR ALL RESULTS OBTAINED THEREFROM. You are liable for any and all expenses, losses, damage to the reputation of Istation, and damages to the Resources, the Resource Materials, or components thereof arising out of, or caused by, the negligent or willful misconduct of You or Your agents. Istation assumes no liability for any damages You may suffer as a result of interception, alteration, or misuse of any information transmitted over the Internet.

1. **No Control over Submissions.**
    1. Istation HAS NO CONTROL OVER YOUR SUBMISSIONS AND IS NOT RESPONSIBLE FOR ANY SUBMISSIONS (SUCH AS STUDENT DATA OR WRITINGS PREPARED BY STUDENTS), INCLUDING, BUT NOT LIMITED TO, SUBMISSIONS THAT (i) ARE DISCOVERED TO BE INACCURATE OR MISSING, (ii) ARE CORRUPTED DUE TO TECHNOLOGICAL OR OTHER CAUSES BEYOND THE REASONABLE CONTROL OF Istation, AND (iii) CONTAIN OFFENSIVE OR INAPPROPRIATE LANGUAGE OR THREATS OR ACTS OF VIOLENCE.
    2. Istation reserves the right to take archiving and other measures that Istation deems necessary in order to ensure high-quality server performance and maintenance of Istation's servers.
2. **No Endorsement of Third-Party Sites.**
    1. The Web Site may reference or contain links to third-party Web sites, resources, and advertisers (collectively "**Third-Party Sites**"). Your linking to such Third-Party Sites is at Your own risk. Istation is not responsible for the accuracy or reliability of any content, data, opinions, advice, statements, or other information on the Third-Party Sites. Istation also is not responsible for the availability of these Third-Party Sites, nor is Istation responsible for the aesthetics, appeal, suitability to taste, or subjective quality of informational content, advertising, products, or other materials made available on or through such Third-Party Sites. No endorsement of any third-party content, information, data, opinions, advice, statements, goods, services, or products is expressed or implied by any information, material, or content of any third party contained in, referred to on, included on, or linked from or to the Web Site. Under no circumstances shall Istation or any affiliated providers be held responsible or liable, directly or indirectly, for any loss, injury, or damage caused or alleged to have been caused to You in connection with the use of, or reliance on, any content, information, data, opinions, advice, statements, goods, services, or products available on such Third-Party Sites. You should direct any concerns to the respective Third-Party Site's administrator or Webmaster. Any links to Third-Party Sites do not imply that Istation is legally authorized to use any trademark, trade name, logo, or copyright symbol displayed in, or accessible through, such links or that any linked Third-Party Site is authorized to use any trademark, trade name, logo, or copyright symbol of Istation.
    2. You may not create an Internet "link" to the Web Site or "frame" or "mirror" any Resource Materials without Istation's prior written permission for each such instance. Additionally, the Web Site may contain links to other pages within the Web Site that are "dead" or that no longer work. Please report any such dead links that You encounter.
3. **Disclaimer.**
    1. In purchasing a Subscription to a Purchased Resource, You are being granted access to an interactive Resource for individualized instruction. Given the nature of the Resources, there are many factors outside the reasonable control of Istation that may affect the access to, and use of, the Resources and the Resource Materials, including, but not limited to, failures or difficulties with the Internet or data provided by You. You remain solely responsible for acting or deciding not to act on the results of data input into the Resources and the handling of such results. In providing the Resources, Istation shall not be responsible for loss of data associated with the failure of Your equipment, software, or any information service provider.
    2. YOU EXPRESSLY AGREE THAT USE OF THE RESOURCES AND THE RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, ANY AND ALL FORMS AND FORM LETTERS MADE AVAILABLE BY Istation) IS AT YOUR SOLE RISK. THE RESOURCES AND THE RESOURCE MATERIALS MAY INCLUDE TECHNICAL OR OTHER INACCURACIES OR TYPOGRAPHICAL ERRORS, AND THE RESOURCES AND THE RESOURCE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS," "WHERE IS," AND "WITH ALL FAULTS" BASIS, WITHOUT WARRANTIES OR REPRESENTATIONS OF ANY KIND. THE AFFILIATED GROUP MAKES NO REPRESENTATIONS AND DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES AND CONDITIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, REPRESENTATIONS, WARRANTIES, OR CONDITIONS REGARDING ACCURACY, USEFULNESS, TIMELINESS, COMPLETENESS, NONINFRINGEMENT, SATISFACTORY QUALITY, MERCHANTABILITY, QUIET ENJOYMENT, OR THOSE ARISING BY LAW, STATUTE, USAGE OF TRADE, OR COURSE OF DEALING. THE AFFILIATED GROUP AND THE AFFILIATED GROUP'S LICENSORS, SERVICE PROVIDERS, AND SUPPLIERS ASSUME NO RESPONSIBILITY TO YOU OR TO ANY THIRD PARTY FOR THE CONSEQUENCES OF ANY ERRORS OR OMISSIONS OR LACK OF ACCURACY, COMPLETENESS, OR USEFULNESS OF ANY RESOURCES OR RESOURCE MATERIALS. ISTATION RESERVES THE RIGHT, IN ISTATION'S SOLE DISCRETION, TO CORRECT ANY ERRORS OR OMISSIONS IN ANY PORTION OF THE RESOURCE OR THE RESOURCE MATERIALS. Istation MAY MAKE ANY OTHER CHANGES TO THE RESOURCES OR THE RESOURCE MATERIALS AT ANY TIME WITHOUT NOTICE.
    3. ISTATION STRIVES TO KEEP THE RESOURCES AND RESOURCE MATERIALS ACCURATE, CURRENT, AND UP TO DATE. HOWEVER, Istation CANNOT GUARANTEE THAT ALL MATERIALS AND ALL RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, FORMS AND FORM LETTERS) ARE COMPLETELY CURRENT OR STRICTLY COMPLY WITH ALL APPLICABLE LAW, INCLUDING, BUT NOT LIMITED TO, EDUCATIONAL INITIATIVES OR EDUCATIONAL TESTING REQUIREMENTS. THE LAW IS DIFFERENT FROM JURISDICTION TO JURISDICTION AND IS ALSO SUBJECT TO INTERPRETATION BY DIFFERENT COURTS AND OTHER GOVERNING BODIES. THE LAW IS A PERSONAL MATTER, AND NO GENERAL INFORMATION OR TOOLS LIKE THE RESOURCES OR THE RESOURCE MATERIALS CAN FIT EVERY CIRCUMSTANCE. FURTHERMORE, THE INFORMATION CONTAINED ON THE WEB SITE AND IN THE RESOURCES AND RESOURCE MATERIALS IS NOT LEGAL ADVICE AND IS NOT GUARANTEED TO

BE CORRECT, COMPLETE, OR UP TO DATE. THEREFORE, IT IS RECOMMENDED THAT YOU SEEK INDEPENDENT LEGAL ADVICE REGARDING THE SUITABILITY OF THE RESOURCES AND THE RESOURCE MATERIALS.

4. Istation MAKES NO WARRANTY THAT (i) THE RESOURCES OR THE RESOURCE MATERIALS WILL MEET YOUR REQUIREMENTS, (ii) THE RESOURCES OR THE RESOURCE MATERIALS WILL BE AVAILABLE ON AN UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE BASIS, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF RESOURCES OR RESOURCE MATERIALS WILL BE ACCURATE OR RELIABLE, OR (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIALS PURCHASED OR OBTAINED BY YOU AS PART OF THE RESOURCES OR RESOURCE MATERIALS WILL MEET YOUR EXPECTATIONS.

4. **Violations of Terms.** Istation reserves the right to seek all remedies available at law and in equity for violations of these Terms, including, but not limited to, the right to block or restrict access from a particular Internet address to the Web Site.

5. **Miscellaneous.**
   1. You agree to comply with all applicable laws, rules, regulations, orders, and ordinances of the United States of America and in any other state, county, or city with jurisdiction over You or Your activities under these Terms. If any provision of these Terms is held to be illegal, invalid, or unenforceable, then that provision shall be fully severable from these Terms and shall not affect the legality, validity, or enforceability of the remaining provisions of these Terms. Failure of Istation to enforce any of the terms or conditions of these Terms, unless waived in writing, shall not constitute a waiver of Istation's right to enforce each and every term and condition of these Terms. To the extent You have entered into any separate license agreement with Istation for access to, or use of, a Resource (the "**Additional Terms**"), such Additional Terms are incorporated into these Terms by reference. To the extent there is any conflict between these Terms and any Additional Terms, the Additional Terms shall control.
   2. A printed version of these Terms and of any notice given in electronic form shall be admissible in judicial or administrative proceedings based upon, or relating to, these Terms to the same extent and subject to the same conditions as other business documents and records originally generated and maintained in printed form. It is the express wish of Istation and You that these Terms of Use and all related documents be drawn up in English as spoken in the United States.
   3. You may not assign these Terms (or delegate Your rights, duties, or obligations under these Terms) without Istation's prior, express, and written consent.

PRIVACY STATEMENT:

This Privacy Statement is incorporated in, and subject to, the Terms of Use and Service for Imagination Station, Inc. ("**Istation**"). Please refer to those terms for definitions of words with initial capitals letters that are not otherwise defined in this Privacy Statement. Istation encourages you to read this Privacy Statement carefully. For purposes of this Privacy Statement, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company, which may be a school or school district, and (iii) students, employees, representatives and agents of Your school or school district that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

As noted in the Terms of Use, Istation provides its customers with a range of educational resources, including, but not limited to, (i) Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), and (v) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively referred to as the "**Resources**".

What Personally Identifiable Information Is Collected by Istation?

"**Personally Identifiable Information**" generally refers to any data that could potentially identify a specific individual. While You have access to the Resources, Istation may collect the following Personally Identifiable Information about You:

- Your first and last name
- **Teachers and administrators only** – Your contact information, such as email addresses, mailing addresses, and phone numbers
- Your school and school district
- Any identification numbers issued by Your school and/or Your school district to You, including teacher numbers, administrator numbers, and student numbers;
- Security information, such as usernames, passwords, and password hints;
- Browser information, such as browser version, IP address, and the presence of various plug-ins and tools;
- **Students only** – "Demographic Data," such as gender, race, special-education status, socio-economic status, and English language learner status, but only to the extent provided by Your school or Your school district;
- Resource-related responses submitted by You, including, but not limited to responses to interactive activities and assessments;
- Resource use behavior, such as pages visited, downloads, or searches requested; and
- Resource use results, but only to the extent that such results identify one or more (i) students, (ii) teachers, (iii) classrooms within an identified school, (iii) grades within an identified school or school district or (iv) schools (collectively "**Identifiable Use Results**"). Identifiable Use Results do not include Resource use results for school districts or for geographic regions that do not identify a specific school (such as Resource use results reported (i) on a county-wide basis, (ii) within a defined territory [whether officially or unofficially defined], such as North Texas, or (iii) within a metropolitan area, such as Dallas-Fort Worth).

Personally Identifiable Information does not include "De-identified Information," which is any data or information that cannot be traced back to an individual (except for Identifiable Use Results, as defined above). For example, a table listing the number of students in each grade at a specific school using a particular Resource would not be Personally Identifiable Information.

How Is Personally Identifiable Information Used and/or Disclosed?

Istation does not sell Personally Identifiable Information to any affiliated entity of Istation or any third-party, nor does it use such information for any sort of behavioral advertising. However, Istation may use and disclose Personally Identifiable Information for a range of educational, compliance and quality assurance purposes. Istation may use Personally Identifiable Information for the following purposes:

- To provide status reporting notices to teachers and administrators about the Resources (e.g. – an email prompting a teacher to log in to see his or her students' latest assessment results);
- To internally analyze data regarding the use of the Resources;

- To track students' usage of the Resources over time, including performance metrics collected over multiple school years;
- To send You (**teachers and administrators only**) updates, promotional/advertising materials, and newsletters related to the Resources and Istation's products and services or to otherwise market specific Istation services or offers to You. If You want to stop receiving promotional/advertising/ marketing materials from Istation, You will have the option to unsubscribe;
- To respond to Your questions or comments; and
- To customize content within the Resources, to improve the Resources' content and functionality and to develop new products and updates.

Istation may disclose Personally Identifiable Information to the following individuals or entities under the following circumstances:

- To Istation's employees who need to access the Personally Identifiable Information to perform their jobs;
- To third parties, including contractors, vendors, and service providers, that assist with the production, implementation or servicing of the Resources, but only after receiving satisfactory assurances from each third-party that its data privacy and security protections are at least as stringent as those of Istation;
- To Authorized Users as determined by each school or school district at issue. Generally, but subject to determination by the school at issue or the school district at issue,
    1. a teacher may only see the Personally Identifiable Information of the students in the teacher's classroom,
    2. a principal may only see the Personally Identifiable Information of those students and teachers in the principal's school, and
    3. a school district-level administrator may only see the Personally Identifiable Information of those students and teachers in the administrator's school district;
- To third parties, and solely for educational purposes, when Istation has the consent of the school or school district at issue, including Identifiable Use Results that identify specific individual students if Istation has received a written acknowledgement from the school or school district that it has obtained the student's consent to such disclosure;
- When Istation believes that sharing Personally Identifiable Information is reasonably necessary in order to (i) protect or defend the legal rights, interests, property, safety, or security of Istation, its employees or contractors, or the public, (ii) protect or defend against, or otherwise address, fraud, security, or technical issues, (iii) comply with, or respond to a law, regulation, legal request, legal process, legal requirement, judicial proceeding, or court order, or (iv) investigate a possible crime, such as fraud or identity theft;
- In connection with an actual or potential sale, purchase, acquisition, merger, reorganization, bankruptcy, liquidation, dissolution, or similar transaction or proceeding of or involving Istation, but only to the extent that the purchasing, acquiring or successor entity agrees to implement data privacy and security protections with respect to Personally Identifiable Information that are at least as stringent as those of Istation.

Istation is permitted to use and/or disclose Personally Identifiable Information about You when Istation has Your consent. Istation does not need Your consent to use De-identified Information.

Can I Access or Change My Personally Identifiable Information?

Each school and/or school district is permitted via functionality made available by the Resources to determine what Personally Identifiable Information (if any) is accessible by Authorized Users and to which Authorized Users in particular. In certain circumstances, a school and/or school district may be entitled to permit one or more Authorized Users to change Personally Identifiable Information. Any requests by Students or parents to access and/or change Personally Identifiable Information must be made to the school and/or school district in the first instance, and these entities will maintain a record of all such access and amendment requests and of any actual changes made. To the extent that a student and/or parent makes a direct request to Istation to access and/or amend Personally Identifiable Information, Istation will forward that request to the school and/or school district for response.

Data Retention

Unless required by law to maintain certain information for a longer period of time, Istation retains Personally Identifiable Information only for as long as a student's school and/or school district maintains a subscription with Istation to one or more of the Resources. Once a subscription to a particular Resource is cancelled or otherwise terminated, Istation will typically retain any Personally Identifiable Information related to that Resource for sixty days after cancellation/termination to allow for temporary lapses in subscription services, at which point that information is destroyed. Personally Identifiable Information may also be destroyed at any time at the request of the school and/or school district.

Website and Resource Security

Istation recognizes its responsibility to protect the Personally Identifiable Information that You entrust to it. Istation uses a variety of secure techniques to protect Your information, including secure servers, firewalls, access limitations on Istation's servers and password protections that guard against unauthorized access. Additionally, the information that You send Istation via the Website, including student usage information and passwords, may be encrypted, a process used to scramble information and make it extremely difficult to read if wrongly intercepted. Istation utilizes industry standard Secure Sockets Layer (SSL) technology to allow for the encryption of Personally Identifiable Information. All Personally Identifiable Information sent to Istation is encrypted during transmission, such as during login. Once the data reaches Istation's server, Personally Identifiable Information is stored on a secure database, and access to this information is password protected.

Use of "Cookies"

"Cookies" are small pieces of information that some websites store on Your computer's hard drive when You visit them. This element of data is a piece of text, not a program, that contains information identifying a user. When a user revisits a Website, his or her computer automatically "serves up" the cookie, eliminating the need for the customer to reenter the information. Like many other websites, Istation uses cookies for this purpose. Your user "domain" (that is, Your school name) is the only data stored on Your hard drive by Istation.

Most web browsers automatically accept cookies but allow You to modify security settings so You can approve or reject cookies on a case-by-case basis. At a minimum, Your web browser must allow temporary cookies that are not stored on Your hard disk to log into the Website. Please refer to the "Help" file of Your Internet Browser either to learn how to receive a warning before a cookie is stored.

Third Party Sites

The Website may contain links to or reference third party websites and resources (collectively "**Third Party Sites**"). These Third Party Sites are not controlled by Istation and, therefore, are not subject to this Privacy Statement. You should check the privacy policies of these individual Third Party Sites to see how Your personally identifiable information will be utilized by them before providing any personally identifiable information. Please be aware that these Third Party Sites may collect personally identifiable information about You and may also send you "cookies." Istation is not responsible for the content or practices of any linked Third Party Sites, and Istation provides these links solely for the convenience and information of Istation's visitors.

Can Istation change this Privacy Statement?

Istation may change this Privacy Statement at any time without advance notice. However, if the Privacy Statement changes, Istation will post an updated version on the Website, and the revision date will be posted at the bottom of the page. If this occurs, You will be required to re-acknowledge review of the revised Privacy Statement before you can continue using the Resources.

Who can I contact if I have questions about this Privacy Statement?

If You have any questions about this Privacy Statement or any privacy questions or concerns, You may contact Istation using the information below:

Email address: info@Istation.com

Street/Postal address:
8150 North Central Expressway, Suite 2000
Dallas, Texas 75026
Phone: (214) 237-9300
Fax: (972) 643-3441
Effective Date: February 23, 2018

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8150 North Central Expressway, Suite 2000
Dallas, TX 75206
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COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **03/07/2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: John Hummel
Chief Technolgy Officer

Presented at the following Board Meetings	
Construction/Facility	
Finance	04/11/2023
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Approval of Google Workplace for Education Plus**

Background

The District has been using the free version of Google Workspace for Education. The free version of Google Workspace for Education limits storage capacity, and we are nearing our storage quota. For this reason, we are recommending transitioning to the Google Workplace for Education Plus version. In addition to the needed storage, the version will provide additional cybersecurity features.

Administrative Recommendation

The administration recommends we purchase Google Workspace for Education Plus for $252,647.85 for three years.

Fiscal Impact

Year 1: $84,215.95
Year 2: $84,215.95
Year 3: $84,215.95
Total: $252,647.85
This amount will be funded through the Technology Budget.

Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

KATHY STINSON,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NFKH193	1/27/2023	GOOGLE 3 YEAR	1330924	$252,647.85

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
GOOGLE WORKSPACE EDU-PLUS Mfg. Part#: G-WS-EDU-PLUS Licensed Domains: students.d300.org,d300.org License Term: 2023-07-03 - 2024-07-02 Electronic distribution - NO MEDIA Contract: MARKET	20293	6498545	$4.15	$84,215.95
G Suite by Google Cloud Enterprise for Education - subscription license (1 Mfg. Part#: GAPPS-ENT-1USER-12MO-EDU Licensed Domains: students.d300.org,d300.org License Term: 2023-07-03 - 2024-07-02 Electronic distribution - NO MEDIA Contract: MARKET	5073	6172514	$0.00	$0.00
GOOGLE WORKSPACE EDU-PLUS Mfg. Part#: G-WS-EDU-PLUS Licensed Domains: students.d300.org,d300.org License Term: 2024-07-03 - 2025-07-02 Electronic distribution - NO MEDIA Contract: MARKET	20293	6498545	$4.15	$84,215.95
G Suite by Google Cloud Enterprise for Education - subscription license (1 Mfg. Part#: GAPPS-ENT-1USER-12MO-EDU Licensed Domains: students.d300.org,d300.org License Term: 2024-07-03 - 2025-07-02 Electronic distribution - NO MEDIA Contract: MARKET	5073	6172514	$0.00	$0.00
GOOGLE WORKSPACE EDU-PLUS	20293	6498545	$4.15	$84,215.95

QUOTE DETAILS (CONT.)				
Mfg. Part#: G-WS-EDU-PLUS Licensed Domains: students.d300.org,d300.org License Term: 2025-07-03 - 2026-07-02 Electronic distribution - NO MEDIA Contract: MARKET				
G Suite by Google Cloud Enterprise for Education - subscription license (1 Mfg. Part#: GAPPS-ENT-1USER-12MO-EDU Licensed Domains: students.d300.org,d300.org License Term: 2025-07-03 - 2026-07-02 Electronic distribution - NO MEDIA Contract: MARKET	5073	6172514	$0.00	$0.00

SUBTOTAL	$252,647.85
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$252,647.85**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: COMMUNITY UNIT SCHOOL DIST NO. 300 ACCTS PAYABLE 2550 HARNISH DR ALGONQUIN, IL 60102-6870 **Phone:** (847) 426-1300 **Payment Terms:** NET 30-VERBAL	**Shipping Address:** COMMUNITY UNIT SCHOOL DIST NO. 300 KATHY STINSON 2605 BUNKER HILL DR ALGONQUIN, IL 60102-9780 **Phone:** (847) 551-8301 **Shipping Method:** ELECTRONIC DISTRIBUTION
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Sean Dillon | (866) 723-3622 | seandil@cdw.com

Need Help?

My Account | Support | Call 800.800.4239

About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

© 2023 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

CDW Customer Service Order Form
Google Workspace for Education

Seller	CDW Government LLC
Seller Address	200 N. Milwaukee Avenue, Vernon Hills, IL 60061
Customer	Community Unit School District 300
Subscription Term Start Date	Upon Service Activation

NAME	PRICE	QTY	SUBTOTAL
Google Workspace for Education Plus - Multi Year	$4.15	20293	$84,215.95
Google Workspace for Education Plus - Multi Year	$0.00	5073	$0.00
		Annual Total	**$84,215.95**

The total cost over the term of the agreement is $252,647.85

Google Workspace Add-On Products/Services	Licensed Quantity	Subscription Term	Monthly Service Fee Per User	Total Monthly Service Fee
		Monthly	$0	$0

Google Voice Specific Estimated Monthly Telecom Taxes and Regulatory Fees* $ ____0_____

* These are estimated monthly taxes and fees only. These taxes and fees may vary based on Customer's geographic location. Seller will pass thru and bill Customer for actual telecom taxes and regulatory fees as calculated by Google.
+ In addition to the Monthly Service Fee, Customer will be responsible for any international voice services, which will be charged at Google's published international calling rates, which can be accessed here Calling Rates.

Customer Technical Contact	john.hummel@d300.org
Phone Number	
Email address	john.hummel@d300.org
Off-Domain Email Address	
Google App Domain	d300.org
NCES ID (If applicable)	1708550
Order Type (If applicable)	

Subscription Term Fee Total: $252,647.85

Terms:

1. TERMS AND CONDITIONS - Customer's obligations under this Customer Service Order Form, including its payment obligations are subject to the current Third Party Cloud Services Terms and Conditions on Seller's website at Third Party Cloud Services Terms and Conditions, unless Customer has entered into a written agreement with Seller covering Customer's purchase of products and services from Seller ("Existing Customer Agreement"), in which case Customer's obligations shall be subject to the terms of such Existing Customer Agreement.

2. PAYMENT – Customer will pay all Fees (as defined herein), including regulatory fees and taxes, for the use of the Google Workspace for Education as set forth in Seller's invoice, within 30 days after the date of the invoice, or in accordance with such other payment terms that may have been negotiated between Customer and Seller. In addition to the Service Fee for the Google Workspace for Education, Customer will also be responsible for all additional fees for any subscription renewals and extensions, metered usage components consumed by Customer, and other subscriptions, features, products, services, or add-ons that Customer uses within the Google Workspace for Education. Seller will invoice Customer in advance for the monthly or prepaid charges due for the Google Workspace for Education purchased. Seller will invoice Customer in arrears for any metered usage or overage components (e.g., capacity overages, third party content, etc.). The Service Fee for the Google Workspace for Education and all additional fees due hereunder are collectively referred to as "Fees".

3. ADD-ON ORDERS - Any orders submitted by Customer to Seller for Google Workspace for Education over the next twelve (12) months (the "Add-On Order(s)") will be governed by the terms and conditions of this Customer Service Order Form. All Add-On Order(s) must include the name of the applicable Google Workspace for Education, the Licensed User Quantity and the length of the initial term (e.g., 1, 2, or 3 years). The Initial Subscription Term for any Add-On Order(s) will commence on the date Seller provisions the new Google Workspace for Education on behalf of Customer.

4. SERVICE SUSPENSION – In addition to any other rights Seller may have, Seller may suspend or terminate the Google Workspace for Education if Customer fails to pay any Fees within ten (10) business days after the applicable due date.

5. CANCELLATION POLICY FOR GOOGLE VOICE – To cancel the Google Voice services Customer must fill out and submit the form at Google Voice Cancellation Form sixty (60) days prior to service cancellation. Customer will be responsible for all Google Voice service fees incurred up through the effective date of termination, including any applicable taxes and regulatory fees.

6. NON-CANCELLABLE/NON-REFUNDABLE – Except as set forth above for the Google Voice services, the Google Workspace for Education purchased under this Customer Service Order Form are non-cancellable and all Fees paid to Seller are non-refundable.

7. GOOGLE REQUIRED TERMS:

(a) Seller, Google, and Customer are independent contractors with respect to the resale of the Google Workspace for Education.

(b) Customer will either accept the Google TOS prior to accessing or using the Google Workspace for Education, or hereby expressly authorizes Seller to accept the Google TOS on Customer's behalf.

(c) Customer acknowledges and agrees that Seller is the processor of any personal data processed by it on Customer's behalf, and Customer is the controller of any such data, as the terms "controller", "processed", "processor" and "personal data" are defined in the EU Directive;

(d) Customer is responsible for obtaining and maintaining any consents required from End Users to allow Seller to perform its obligations under this Agreement;

(e) If Google fails to comply with the SLAs, Customer will only be eligible to receive those remedies set out under the Google TOS and must request such remedies directly from Seller; and

(f) Google will only provide customer support to Customers in accordance with the Google TOS.

BY SIGNING BELOW, Customer acknowledges and agrees that it is receiving the Google Workspace for Education directly from Google, Inc. ("Google") pursuant to Google's standard terms and conditions or such other terms as agreed upon by Customer and Google. Customer further acknowledges that Google and not Seller will be responsible for performance of the Google Workspace for Education.

CUSTOMER AUTHORIZED REPRESENTATIVE

(If not signing electronically, please sign, print your name and date below)

Third Party Cloud Services Terms and Conditions

PLEASE READ THESE TERMS AND CONDITIONS VERY CAREFULLY.

THE TERMS AND CONDITIONS OF CUSTOMER'S PURCHASE OF THIRD PARTY CLOUD SERVICES ("CLOUD SERVICES") FROM SELLER ARE LIMITED TO THOSE CONTAINED HEREIN. ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS IN ANY FORM DELIVERED BY YOU ("CUSTOMER") ARE HEREBY DEEMED TO BE MATERIAL ALTERATIONS AND NOTICE OF OBJECTION TO THEM AND REJECTION OF THEM IS HEREBY GIVEN.

BY RECEIVING THE CLOUD SERVICE DIRECTLY FROM THE THIRD PARTY SERVICE PROVIDER ("CLOUD SERVICE PROVIDER") OR BY MAKING PAYMENT TO THE CDW AFFILIATE IDENTIFED ON THE SERVICE ORDER FORM ("SELLER"), CUSTOMER AGREES TO BE BOUND BY AND ACCEPTS THESE TERMS AND CONDITIONS UNLESS CUSTOMER AND SELLER HAVE SIGNED A SEPARATE AGREEMENT WHICH EXPRESSLY GOVERNS THE RECEIPT OF CLOUD SERVICES, IN WHICH CASE THE SEPARATE AGREEMENT WILL GOVERN.

ANY GENERAL DESCRIPTION OF THE CLOUD SERVICE AND/OR THE RESULTS THEREOF POSTED ON ANY SELLER WEBSITE OR MOBILE APPLICATION DO NOT CONSTITUTE PART OF THE AGREEMENT BETWEEN SELLER AND CUSTOMER.

Important Information About These Terms and Conditions

These Terms and Conditions constitute a binding contract between Customer and Seller and are referred to herein as either "Terms and Conditions" or this "Agreement". In addition to any agreement that references or incorporates these Terms and Conditions, Customer accepts these Terms and Conditions by making a purchase from or placing an order with Seller on any Seller website or mobile application (each, a "Site"). These Terms and Conditions are subject to change without prior notice, except that the Terms and Conditions posted on a Site at the time Customer places an order or signs a Customer Service Order Form will govern the order in question, unless otherwise agreed in writing by Seller and Customer.

Customer consents to receiving electronic records, which may be provided via a web browser or e-mail application connected to the Internet; individual consumers may withdraw consent to receiving electronic records or have the record provided in non-electronic upon written request to Seller. In addition, Internet connectivity requires access services from an Internet access provider. Contact your local access provider for details. Electronic signatures (or copies of signatures sent via electronic means) are the equivalent of written and signed documents.

Customer may issue a Purchase Order for administrative purposes only. Additional or different terms and conditions contained in any such Purchase Order will be null and void. No course of prior dealings between the parties and no usage of trade will be relevant to determine the meaning of these Terms and Conditions or any Purchase Order or invoice, or any document in electronic or written form that is signed and delivered by each of the parties for the performance of the Cloud Services except for Seller's customer services order form (each, a "Service Order Form").

Definitions

"**Affiliates**" means, with respect to Seller, entities that Control, are Controlled by, or are under common Control with Seller; and, with respect to Customer, entities that Control, are Controlled by, or are under common Control with Customer.

"**Confidential Information**" means, subject to the following sentence, any information or data of a confidential nature of a Party, its Affiliates or a third party in oral, electronic or written form that the receiving Party knows or has reason to know is proprietary or confidential and that is disclosed by a Party in connection with these Terms and Conditions or that the receiving Party may have access to in connection with these Terms and Conditions, including but not limited to the terms and conditions of each Statement of Work and/or Purchase Order. Confidential Information does not include Personal Data.

"**Control**" or "**Controlled**" means the possession, directly or indirectly, of the power to direct or cause the direction of the affairs of another whether by ownership of shares, ability to appoint officers, contract or otherwise.

"**Force Majeure Event**" means any event or circumstance arising which is beyond the reasonable control of Seller (including but not limited to any industrial dispute affecting any third party, carrier delays, embargos, acts of God or acts or laws of governmental regulations or government agencies, severe weather conditions, fire, flood, disaster, failure of power, civil riot, war or terrorism).

"**Laws**" means any applicable federal, state, provincial, local, municipal, regional, foreign, international, multinational or other constitution, law, statute, treaty, rule, regulation, regulatory or legislative requirement, ordinance, license, restriction, judicial or administrative order, code, common law or other pronouncement having the effect of law.

"**Party**" means individually, as applicable, Seller or Customer, and "Parties" means in each instance, Seller and Customer.

"**Personal Data**" means data which relates to a living individual who can be identified (a) from that data, or (b) from that data and other information which is in the possession of, or is likely to come into the possession of, the controller, and includes any expression of opinion about the individual and any indication of the intentions of the controller or any other person in respect of the individual.

"**Purchase Order**" or "**PO**" means a document that is in electronic form and that contains an offer by Customer to purchase pursuant to these Terms and Conditions at a specified price as the same may be amended or modified from time to time and incorporates these Terms and Conditions.

Governing Law

THESE TERMS AND CONDITIONS AND ANY CUSTOMER SERVICE ORDER FORM WILL BE GOVERNED BY THE LAWS OF THE STATE OF ILLINOIS, WITHOUT REGARD TO CONFLICTS OF LAWS RULES. ANY ARBITRATION, ENFORCEMENT OF AN ARBITRATION OR LITIGATION WILL BE BROUGHT EXCLUSIVELY IN COOK COUNTY, ILLINOIS, AND CUSTOMER CONSENTS TO THE JURISDICTION OF THE FEDERAL AND STATE COURTS LOCATED THEREIN, SUBMITS TO THE JURISDICTION THEREOF AND WAIVES THE RIGHT TO CHANGE VENUE. CUSTOMER FURTHER CONSENTS TO THE EXERCISE OF PERSONAL JURISDICTION BY ANY SUCH COURT WITH RESPECT TO ANY SUCH PROCEEDING. Customer and Seller are solely obligated to address and resolve all disputes associated with these Terms and Conditions or any Customer Service Order Form, including any damages or injuries to the Customer's Affiliates, and all claims related to these Terms and Conditions or any Customer Service Order Form will be brought by Customer in Cook County, Illinois as provided in these Terms and Conditions. Except in the case of nonpayment, neither party nor any Affiliate may institute any action in any form arising out of these Terms and Conditions more than one (1) year after the cause of action has arisen. The rights and remedies provided Seller under these Terms and Conditions are cumulative, are in addition to, and do not limit or prejudice any other right or remedy available at law or in equity.

Cloud Services

Customer acknowledges that it is receiving the Cloud Services directly from the Cloud Service Provider pursuant to the Cloud Service Provider's standard terms and conditions or such other terms as agreed upon by Customer and the Cloud Service Provider ("Cloud Services Terms and Conditions"). Accordingly, Customer shall consider the Cloud Service Provider to be the contracting party and the Cloud Service Provider shall be the party responsible for providing the Cloud Services to the Customer and Customer will look solely to the Cloud Service Provider for any loss, claims or damages arising from or related to the provision of such Cloud Services.

Payment

Seller, or any of its Affiliates on behalf of Seller, may issue an invoice to Customer. All invoiced amounts and payments shall be made in United States Dollars. Any objections to an invoice must be made to Seller within fifteen (15) days after the invoice date. Customer agrees to pay interest on all past-due sums at the lower of one and one-half percent (1.5%) per month calculated daily and compounded monthly (19.56% per annum) or the

highest rate allowed by law. In the event of a default in the payment of an invoice, Customer will be responsible for all of Seller's costs of collection, including, but not limited to, court costs, filing fees and attorneys' fees. In addition to any other means available to place orders, Customer may issue a PO to Seller. POs are not binding on Seller until accepted by Seller. Any issuance of a PO is for administrative purposes only. Any additional or different terms and conditions contained in any PO will be null and void.

Export Sales

If any transaction hereunder involves an export of items (including but not limited to, commodities, software or and/or technology) from the United States subject to the Export Administration Regulations, as amended, such export shall be in accordance with such laws or regulations, as applicable. Customer agrees that it will not divert, use, export or re-export any such items contrary to any applicable Laws in the U.S., Canada, European Union (EU) or United Kingdom. Customer expressly acknowledges and agrees that it will not export, re-export, dispose of or otherwise provide such items directly or indirectly: (a) to any entity or person within any country that is subject to U.S., Canadian, EU or United Kingdom economic sanctions, as applicable, imposing comprehensive embargoes without first obtaining prior authorization from the U.S. government, Canadian government, or the UK government, as applicable and (b) to entities and persons that are ineligible under U.S, Canadian, EU or UK law, as applicable, to receive such items. In addition, manufacturers' warranties for exported Cloud Services may vary or may be null and void for Cloud Services exported from the United States.

Warranties

Customer acknowledges that Seller is not the provider of the Cloud Services purchased by Customer hereunder and the only warranties offered are those of the Cloud Service Provider, not Seller or its Affiliates. In purchasing the Cloud Services, Customer relies on the Cloud Service Provider's service descriptions and the terms and conditions set forth in the Cloud Services Terms and Conditions only and not on any statements, specifications, service descriptions or other specifications representing the Cloud Services that may be provided by Seller or its Affiliates. Customer expressly waives any claim that it may have against Seller or its Affiliates based on any product liability or infringement or alleged infringement of any patent, copyright, trade secret or other intellectual property rights with respect to the Cloud Services and also waives any right to indemnification from Seller or its Affiliates against any such claim made against Customer by a third party.

Seller makes no warranties to Customer and Customer hereby acknowledges that Seller makes no warranties in regard to the applicability of all Laws affecting, without limitation the manufacture, performance, sale, packaging and labelling of the Cloud Services which are in force within Customer's territory or any part of it (Local Regulations). Customer must satisfy itself that the Cloud Services comply with the Local Regulations in force from time to time.

Customer further acknowledges and agrees that Seller makes no representations, warranties or assurances that the Cloud Services are designed for or suitable for use in any high risk environment, including but not limited to aircraft or automobile safety devices or navigation, life support systems or medical devices, nuclear facilities, or weapon systems, and Customer shall indemnify, defend and hold Seller, its Affiliates, and its and their directors, officers, employees and agents harmless from any loss (of any kind), cost, damage or expense (including, but not limited to, attorneys' fees and expenses) arising from any such use of the Cloud Services. Customer further agrees to review and comply with the Cloud Service Provider's disclaimers and restrictions, if any, regarding the use of the Cloud Services, in high risk environments.

EXCEPT AS SET FORTH IN ANY CUSTOMER SERVICE ORDER FORM, AND SUBJECT TO APPLICABLE LAW, SELLER MAKES NO OTHER, AND EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, CONDITIONS AND COVENANTS, EITHER EXPRESS OR IMPLIED (INCLUDING WITHOUT LIMITATION, ANY EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, SATISFACTORY QUALITY, DURABILITY, ACCURACY OR NON-INFRINGEMENT) ARISING OUT OF, OR RELATED TO, THE CLOUD SERVICES OR THE HARDWARE OR SOFTWARE USED TO DELIVER THE CLOUD SERVICES. FURTHERMORE, SELLER DOES OT WARRANT THAT THE CLOUD SERVICES WILL BE TIMELY, UNINTERRUPTED OR ERROR FREE OR THAT THE CLOUD SERVICES WILL MEET CUSTOMER'S REQUIREMENTS. THE DISCLAIMER CONTAINED IN THIS PARAGRAPH DOES NOT AFFECT THE TERMS OF ANY CLOUD SERVICE PROVIDER'S WARRANTY. THIS DISCLAIMER AND EXCLUSION SHALL APPLY EVEN IF THE EXPRESS WARRANTY AND LIMITED REMEDY SET FORTH HEREIN FAILS OF ITS ESSENTIAL PURPOSE. THE TERMS OF THIS PARAGRAPH DOES NOT AFFECT THE TERMS OF ANY WARRANTIES FROM THE CLOUD SERVICES PROVIDER.

CUSTOMER ACKNOWLEDGES THAT NO REPRESENTATIVE OF SELLER OR OF ITS AFFILIATES IS AUTHORIZED TO MAKE ANY REPRESENTATION OR WARRANTY THAT IS NOT IN THESE TERMS AND CONDITIONS.

Customer shall be solely responsible for daily back-up and other protection of its data and software against loss, damage or corruption. Customer shall be solely responsible for reconstructing data (including but not limited to data located on disk files and memories) and software that may be lost, damaged or corrupted during the performance of Cloud Services. SELLER, ITS AFFILIATES, AND ITS AND THEIR SUPPLIERS, SUBCONTRACTORS AND AGENTS ARE HEREBY RELEASED AND SHALL CONTINUE TO BE RELEASED FROM ALL LIABILITY IN CONNECTION WITH THE LOSS, DAMAGE OR CORRUPTION OF DATA AND SOFTWARE, AND CUSTOMER ASSUMES ALL RISK OF LOSS, DAMAGE OR CORRUPTION OF DATA AND SOFTWARE IN ANY WAY RELATED TO OR RESULTING FROM THE CLOUD SERVICES.

Seller shall not be liable for any loss or damage suffered or incurred by Customer arising from Seller's delay or failure to fulfil or otherwise discharge any of its obligations under these Terms and Conditions or any Customer Service Order Form or PO where such delay or failure is caused by any non-performance of its obligations by Customer, industrial dispute, sudden or substantial depletion of Seller's staff, or any Force Majeure Event.

Pricing Information; Availability Disclaimer
Seller reserves the right to make adjustments to pricing and Cloud Services offerings for reasons including, but not limited to, changing market conditions, Cloud Services discontinuation, Cloud Services unavailability, and Cloud Service Provider price changes. Therefore, Seller cannot guarantee that it will be able to fulfill Customer's orders.

Limitation of Liability
UNDER NO CIRCUMSTANCES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDY SET FORTH HEREIN, WILL EITHER PARTY, ITS AFFILIATES OR ITS OR THEIR SUPPLIERS, SUBCONTRACTORS OR AGENTS BE LIABLE FOR: ANY LOSS OF PROFITS, LOSS OF SALES OR TURNOVER, LOSS OR DAMAGE TO REPUTATION, BUSINESS, REVENUES OR SAVINGS, LOSS, DAMAGE OR CORRUPTION OF DATA OR SOFTWARE, OR ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITIES OF SUCH DAMAGES OR IF SUCH DAMAGES ARE OTHERWISE FORESEEABLE, IN EACH CASE, AND WHETHER A CLAIM FOR ANY SUCH LIABILITY IS PREMISED UPON BREACH OF CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY OF LIABILITY. THE ENTIRE LIABILITY OF EACH PARTY AND ITS AFFILIATES FOR DAMAGES FROM ANY CAUSE WHATSOEVER WILL NOT EXCEED THE LESSER OF: (A) THE AMOUNT PAID OR PAYABLE BY CUSTOMER FOR THE CLOUD SERVICE(S); OR (B) $100,000.

ALL EXCLUSIONS AND LIMITATIONS IN THESE TERMS AND CONDITIONS AND/OR ANY PURCHASE ORDER SHALL ONLY APPLY SO FAR AS PERMITTED BY LAW.

Confidential Information
Each Party anticipates that it may be necessary to provide access to Confidential Information to the other Party in the performance of these Terms and Conditions, the Customer Service Order Form and/or any PO. Confidential Information does not include information that: (a) becomes known to the public through no act of the receiving Party; (b) was known to the receiving Party prior to disclosure; (c) is made known to the receiving Party by a third party having the right to disclose it; or (d) is independently developed by Personnel of the receiving Party who have not had access to such information. Each Party agrees that it will maintain the confidentiality of the other Party's Confidential Information for a period of three (3) years following the date of disclosure and will do so in a manner at least as protective as it maintains its own Confidential Information of like kind but in no event with less than a reasonable degree of care. Disclosures of the other Party's Confidential Information will be restricted (i) to those individuals with a need to know such Confidential Information in connection with these Terms and Conditions, any Customer Service Order Form and/or any PO, and (ii) to a Party's business, legal and financial advisors bound by a confidentiality obligation. Each Party agrees not to use any Confidential Information of the other Party for any purpose other than the business purposes contemplated by these Terms and Conditions, any Customer Service Order Form and/or any PO. At the written request of a Party, the other Party

will either return, or certify the destruction of, such Party's Confidential Information. If a receiving Party is required by law, rule or regulation, or requested in any judicial or administrative proceeding or by any governmental or regulatory authority, to disclose Confidential Information of the other Party, the receiving Party will give the disclosing Party prompt notice of such request so that the disclosing Party may seek an appropriate protective order or similar protective measure and will use reasonable efforts to obtain confidential treatment of the Confidential Information so disclosed.

Arbitration

Any claim, dispute, or controversy (whether in contract, tort or otherwise, whether preexisting, present or future, and including, but not limited to, statutory, common law, intentional tort and equitable claims capable in law of being submitted to binding arbitration) arising from or relating to the Cloud Services, the interpretation or application of these Terms and Conditions or any Customer Service Order Form or the breach, termination or validity thereof, the relationships which result from these Terms and Conditions or any Service Order Form (including, to the full extent permitted by applicable law, relationships with third parties who are not signatories hereto), or Seller's or any of its Affiliates' advertising or marketing (collectively, a "Claim") WILL BE RESOLVED, UPON THE ELECTION OF ANY OF SELLER, CUSTOMER OR THE THIRD PARTIES INVOLVED, EXCLUSIVELY AND FINALLY BY BINDING ARBITRATION. If arbitration is chosen, it will be conducted pursuant to the Rules of the American Arbitration Association. If arbitration is chosen by any party with respect to a Claim, neither Seller nor Customer will have the right to litigate that Claim in court or to have a jury trial on that Claim or to engage in pre-arbitration discovery, except as provided for in the applicable arbitration rules or by agreement of the parties involved. **Further, Customer will not have the right to participate as a representative or member of any class of claimants pertaining to any Claim.** Notwithstanding any choice of law provision included in these Terms and Conditions, this arbitration agreement is subject to the Federal Arbitration Act (9 U.S.C. §§ 1-16). The arbitration will take place exclusively in Chicago, Illinois. Any court having jurisdiction may enter judgment on the award rendered by the arbitrator(s). Each party involved will bear its own cost of any legal representation, discovery or research required to complete arbitration. The existence or results of any arbitration will be treated as confidential. **Notwithstanding anything to the contrary contained herein, all matters pertaining to the collection of amounts due to Seller arising out of the Cloud Services will be exclusively litigated in court rather than through arbitration.**

Miscellaneous

These Terms and Conditions and the Customer Service Order Form, if applicable, contains the entire understanding of the Parties with respect to the subject matters herein and supersedes and replaces in their entirety any and all other prior and contemporaneous agreements and understandings, whether oral, written, electronic or implied, if any, between the Parties hereto with respect to the subject matter hereof. Each Party acknowledges that it has not relied on any statements, warranties or representations given or made by any other party under or in relation to these Terms and Conditions, save those expressly set out in these Terms and Conditions. Each Party further acknowledges that it shall have no rights or remedies with respect to such subject matter other than under these Terms and Conditions. No course of prior dealings between the Parties and no usage of trade will be relevant to determine the meaning of these Terms and Conditions or invoice related thereto.

Except where the context otherwise requires, words denoting the singular include the plural and vice versa, words denoting any gender include all genders, and words denoting persons include firms and corporations and vice versa. No provision of these Terms and Conditions or any Customer Service Order From will be deemed waived, amended or modified by either Party unless such waiver, amendment or modification is in writing and signed by both Parties. Any delay or failure by either Party to exercise any right or remedy will not constitute a waiver of that Party to enforce such rights thereafter.

Seller may assign or subcontract all or any portion of its rights or obligations under these Terms and Conditions to any of its Affiliates or assign the right to receive payments to any of its Affiliates, without Customer's consent. Seller shall be responsible for the performance of any of its Affiliates subcontractors or assignees under these Terms and Conditions. Customer may not assign these Terms and Conditions or any of its rights or obligations herein without the prior written consent of Seller. Subject to the restrictions in assignment contained herein, these Terms and Conditions will be binding on and inure to the benefit of the Parties hereto and their successors and assigns. If any term or condition of these Terms and Conditions is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same shall not affect the other terms or conditions hereof.

The relationship between Seller and Customer is that of independent contractors and not that of employer/employee, agency, partnership or joint venture. Accordingly, except as expressly authorized herein, no Party shall have any authority to act or make representations on behalf of the other Party, and nothing herein shall impose liability on a Party in respect of any liability incurred by another Party to a third party.

Notices provided under these Terms and Conditions will be given in writing and deemed received upon the earlier of actual receipt the third (3^{rd}) day after postage prepaid mailing by regular mail or airmail, or the first (1^{st}) day after such notice is sent by courier. Electronic signatures (or copies of signatures sent via electronic means) are the equivalent of handwritten signatures.

Each Customer Service Order Form may be signed in separate counterparts each of which shall be deemed an original and all of which together will be deemed to be one original.

Version: July 20, 2016

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 1, 2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Nancy Battaglia
Director of Instructional Technology

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Instructional Technology Software Renewals**

Background
The attached contracts are for the renewal of our instructional software subscriptions. These subscriptions support our instructional programs. These contracts are reviewed annually for usage to ensure only those contracts being used are renewed.

Book Creator (Renewal)
Book Creator is an application to create ebooks, Chromebooks, and on the web. Book Creator allows students to expand their writing skills in various creative avenues. Students can use text, videos, audio, and images in a book layout to express their ideas and thoughts to a broader audience. This product supports reading, writing, communication, creativity, and collaboration skills. The cost for the 2023-2024 districtwide subscription is $36,000.

BrainPOP (Renewal)
BrainPOP provides short, highly engaging animated videos aligned to the curriculum that teachers can embed into their Schoology pages. Additionally, students can explore making movies about the content in a safe, protected environment, allowing them to demonstrate their content learning. The contract maintains access to BrainPOP, BrainPOP Jr., BrainPOP Español, and BrainPOP Francais for the 2023-2024 school year at the cost of $57,650.00.

EBSCO (Renewal)
While utilizing the internet for research is important, providing educational research databases to students and teachers is also important. The EBSCO databases allow students to perform academic research in all classes. The cost for the 2023-2024 districtwide subscription is $9,184.00.

Pear Deck (Renewal)
Pear Deck is an educational technology company offering a web-based application to K–12 schools and teachers. The cost for the 2023-2024 districtwide subscription is $34,250.16.

Scholastic- Literacy Pro (Renewal)
Literacy Pro provides teachers with a blended learning solution that curates a personalized bookshelf for every student for grades K-5 and ensures purposeful and effective independent reading. The service is a browser-based platform allowing teachers to drive students toward books that will capture their interest

and curiosity and is available 24/7. It will also track how many days they read and minutes per day, along with a reading log of completed titles. The cost for the 2023-2024 K-5 subscription is $69,300.

Turnitin (formerly Plagix- Unicheck) (Renewal)
Unicheck is a cloud-based plagiarism detection software that finds text similarities, citations, and references. The cost for the 2023-2024 districtwide subscription is $11,991.20.

WeVideo & Playposit (Renewal)
WeVideo is an online, cloud-based video editing platform that works on web browsers and mobile devices. PlayPosit provides interactive video and audio that transforms passive observation into active learning, where online and conventional learners can explore, analyze, and apply concepts through enriched learning content. The combined subscriptions for the 2023-2024 districtwide subscription cost $60,305.64.

World Book (Renewal)
World Book is an online encyclopedia that provides general information to support student research and curricular projects. The cost for the 2023-2024 districtwide subscription is $10,302.60.

ZSpace (Renewal)
ZSpace is an online software that creates a mixed-reality computing experience that is immersive, interactive, and lifelike for students. The cost for the subscription for 2023-2023 districtwide is $15,750.00.

Recommendation
The Administration recommends the approval of the instructional software electronic subscription contracts as presented. These contracts will be paid for out of the Education Fund - Technology & ELA Budgets.

Fiscal Impact
The total cost for the annual renewal of these subscriptions is $304,733.60

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

March 13, 2023

Catherine Cappiello
Tools for Schools, Inc.
1321 Upland Dr., Suite 8524
Houston, TX 77043

Via email: catherine@bookcreator.com

Contract Renewal: Book Creator

Dear Ms. Cappiello,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of the Book Creator contract with Tools for School, Inc. The original was dated April 28, 2021. District 300 would like to extend the current contract referencing the attached quote. The total value of this contract extension is $36,000 for July 1, 2023 to June 30, 2024.

If your firm agrees to maintain the master agreement terms, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Monday, March 20, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-15**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Catherine Cappiello
A9FCEFAED5B219B83A2AE6878EC3615B contractworks **2023-03-20**
Service Provider

Catherine Cappiello **Teacher Success Manager**

BOOK CREATOR

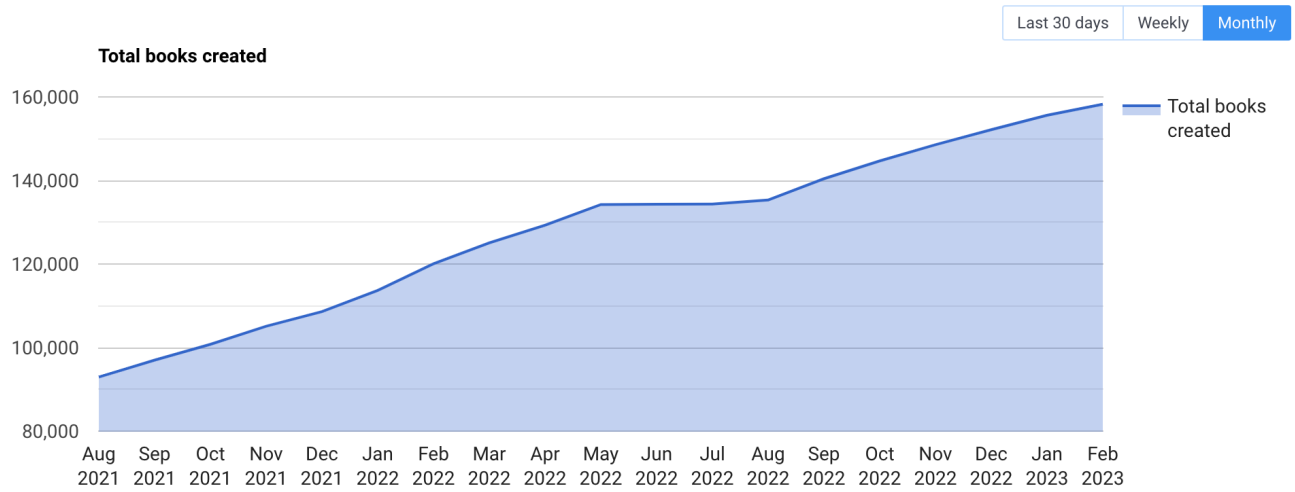
Renewal Quote

DISTRICT 300

Book Creator Usage at D300

TEACHERS	STUDENTS	LIBRARIES CREATED	BOOKS CREATED
1.2k	14.8k	5k	158.4k

We can see that over **1,239** teachers are signed up and using Book Creator with **over 14,800 students** making **over 158,400 books!**



23,000 books have already been created since the beginning of this school year!



New Features

- **Import PDFs** - This simple update allows you to bring your favorite PDF worksheets straight into Book Creator and customize them for your students to interact with. Bring those PDFs to life!

- **Apps** - For many years now teachers have been using Book Creator as a way to bring together student creations from all kinds of apps into one place where they can showcase their work. Well now, we're powering up that experience, bringing you access to amazing educational and engaging apps right within Book Creator! Just head over to the Teacher Dashboard and you'll see that you can turn on a variety of apps for each of your libraries.

- **Commenting & Feedback**- We know that timely, relevant and personalized teacher feedback is vital to student progress. And with this update we've made this as engaging and fun as we possibly can! This update is free to everyone using Book Creator online. Simply click on the + icon in the bottom right of the screen when on a page in Book Creator. Choose from a range of multimedia to give just the right feedback.

- **Image Cropping** - You can now crop images in Book Creator.

- **Change Language** - You can change the language using our new language picker. To do this, click on your avatar and select the 'edit account' option. You'll see a language box that will give you a drop-down menu where you can select which language you want to use Book Creator in. Select the language you want and click on 'save changes'.

- **Multi-select items** - It's now possible to select multiple items on the page and move them around together. Either drag your mouse over the items you want to select or use CTRL + Click (or CMD + Click) to select or deselect as many items as you want.

- **New Fonts** - We've added 12 new fonts to the app. These are a mixture of fonts that teachers requested directly for legibility and tracing, and fonts which we know are great for accessibility, as well as some typefaces that work specifically for languages such as Chinese and Arabic.

- **Book Notifications** - Any time one of your published books reaches a new milestone - you'll get a notification. So if it has been read 100 times, or read in a new country, look out for a notification letting you know.

- **Turn off student commenting for a whole library** - Speaking of commenting, we've also added a setting which allows you to disable commenting for all students in a library. This was in response to teachers who didn't want this feature for certain classes or projects.

- **Open hyperlinks when editing a book** - Hyperlinks can now be clicked on when editing a book as well as when reading. Great for writing choose your own adventure stories, adding a table of contents, or linking out to external websites.

- **Image Search Controls** - With our built-in image search, we pull images from Pixabay, and then if you can't find what you're looking for, we offer results from Google's Safe Search. This Google search engine is the same one used in all Google's education tools, but for teachers who want even more control you can now limit results to just Pixabay - where every image is human moderated to be safe for all ages. Or... you can turn the image search off all together! Click on the library settings cog and change this on a per-library basis.

Pricing

We will include all PD support, implementation and set-up at no additional charge. If package is purchased across district, we will include full domain level systems integration, so that every teacher in the school has a license automatically assigned.

Item	Volume	Standard cost per unit	Total (USD)
Book Creator 1000 book premium license 12-month subscription **06.30.23-06.30.24**	1500	$120	$180,000
75% volume discount			-$135,000
Full Professional development support incl. bespoke Webinar training sessions with ongoing account management and tools to engage teachers across the district	In-person & Webinar sessions		Included at no extra cost
Full systems integration giving domain-level access to every teacher in the district			Included at no extra cost
Total USD			**$45,000**
2023-2024 Pricing *Discount $9,000*			**$36,000**
2024-2025 Pricing			$45,000

Privacy

Book Creator has achieved full certification from iKeepSafe.org of compliance with COPPA, FERPA, California Education Code 49073.1 and SOPIPA. This is the most secure level of certification available for educational technology products. Read our full Privacy Policy here.



pc.a4l.org/search_resource_vendor.php?state=IL&softwareID=1235

Docs Inc. Lo... JustFOIA Enter Your... Benefits | American... Amazon Business Solicitations Manag... Login - SCHOOL SP... FedEx | Login Page



ase for Book Creator

Company Name: Tools for Schools | **Software Name:** Book Creator | Website

Show 10 entries

Search: 06/30/2024

District Name	Agreement Status	Agreement Type	Agreement Dates	Grade Level	Content Area	Data
Big Hollow SD 38	Active	IL-NDPA-V1.0a (With Exhibit) Exhibit E	Approved: 06/30/2021 Expires: 06/30/2024	PK, K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12	Instructional Technology, Library Media, Other	

Showing 1 to 1 of 1 entries (filtered from 167 total entries)

Previous 1 Next

Standard Student Data Privacy Agreement

IL-NDPA Standard
Version 1.0

Sunnybrook School Distirct 171

and

Tools for Schools, Inc.

This Student Data Privacy Agreement ("**DPA**") is entered into on the date of full execution (the "**Effective Date**") and is entered into by and between:

[Sunnybrook School District 171], located at [19266 Burnham Ave. Lansing, IL 60431] (the "**Local Education Agency**" or "**LEA**") and [ols for Schools, In], located at [1321 Upland Dr.] (the "**Provider**").

WHEREAS, the Provider is providing educational or digital services to LEA.

WHEREAS, the Provider and LEA recognize the need to protect personally identifiable student information and other regulated data exchanged between them as required by applicable laws and regulations, such as the Family Educational Rights and Privacy Act ("**FERPA**") at 20 U.S.C. § 1232g (34 CFR Part 99); the Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. § 6501-6506 (16 CFR Part 312), applicable state privacy laws and regulations and

WHEREAS, the Provider and LEA desire to enter into this DPA for the purpose of establishing their respective obligations and duties in order to comply with applicable laws and regulations.

NOW THEREFORE, for good and valuable consideration, LEA and Provider agree as follows:

1. A description of the Services to be provided, the categories of Student Data that may be provided by LEA to Provider, and other information specific to this DPA are contained in the Standard Clauses hereto.

2. **Special Provisions.** ***Check if Required***

   ☑ If checked, the Supplemental State Terms and attached hereto as **Exhibit "G"** are hereby incorporated by reference into this DPA in their entirety.

   ☐ If checked, LEA and Provider agree to the additional terms or modifications set forth in **Exhibit "H". (Optional)**

   ☑ If Checked, the Provider, has signed **Exhibit "E"** to the Standard Clauses, otherwise known as General Offer of Privacy Terms

3. In the event of a conflict between the SDPC Standard Clauses, the State or Special Provisions will control. In the event there is conflict between the terms of the DPA and any other writing, including, but not limited to the Service Agreement and Provider Terms of Service or Privacy Policy the terms of this DPA shall control.

4. This DPA shall stay in effect for three years. Exhibit E will expire 3 years from the date the original DPA was signed.

5. The services to be provided by Provider to LEA pursuant to this DPA are detailed in **Exhibit "A"** (the "**Services**").

6. **Notices**. All notices or other communication required or permitted to be given hereunder may be given via e-mail transmission, or first-class mail, sent to the designated representatives below.

The designated representative for the LEA for this DPA is:

Name: Michael McGowan Title: District Technology Director

Address: 19266 Burnham Ave. Lansing IL 60438

Phone: 708.455.2299 Email: mmcgowan@sd171.org

The designated representative for the Provider for this DPA is:

Name: David Swift Title: Head of Partnerships

Address: 1321 Upland Dr., Suite 8524, Houston, TX 77043.

Phone: 504.419.3167 Email: sales@bookcreator.com

IN WITNESS WHEREOF, LEA and Provider execute this DPA as of the Effective Date.

LEA: Sunnybrook School Distri

By: Mike McGowan Date: 2/10/2021

Printed Name: Michael McGowan Title/Position: District Technology Director

Provider: Tools for Schools, Inc.

By: T.W. Leggett Date: 2/10/2021

Printed Name: Thom Leggett Title/Position: VP Engineering

STANDARD CLAUSES
Version 1.0

ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of DPA.** The purpose of this DPA is to describe the duties and responsibilities to protect Student Data including compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. In performing these services, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA, with respect to its use of Student Data

2. **Student Data to Be Provided**. In order to perform the Services described above, LEA shall provide Student Data as identified in the Schedule of Data, attached hereto as **Exhibit "B"**.

3. **DPA Definitions**. The definition of terms used in this DPA is found in **Exhibit "C"**. In the event of a conflict, definitions used in this DPA shall prevail over terms used in any other writing, including, but not limited to the Service Agreement, Terms of Service, Privacy Policies etc.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA**. All Student Data transmitted to the Provider pursuant to the Service Agreement is and will continue to be the property of and under the control of the LEA. The Provider further acknowledges and agrees that all copies of such Student Data transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this DPA in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Service Agreement, shall remain the exclusive property of the LEA. For the purposes of FERPA, the Provider shall be considered a School Official, under the control and direction of the LEA as it pertains to the use of Student Data, notwithstanding the above.

2. **Parent Access**. To the extent required by law the LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Education Records and/or Student Data correct erroneous information, and procedures for the transfer of student-generated content to a personal account, consistent with the functionality of services. Provider shall respond in a reasonably timely manner (and no later than forty five (45) days from the date of the request or pursuant to the time frame required under state law for an LEA to respond to a parent or student, whichever is sooner) to the LEA's request for Student Data in a student's records held by the Provider to view or correct as necessary. In the event that a parent of a student or other individual contacts the Provider to review any of the Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.

3. **Separate Account**. If Student-Generated Content is stored or maintained by the Provider, Provider shall, at the request of the LEA, transfer, or provide a mechanism for the LEA to transfer, said Student-Generated Content to a separate account created by the student.

4. **Law Enforcement Requests**. Should law enforcement or other government entities ("Requesting Party(ies)") contact Provider with a request for Student Data held by the Provider pursuant to the Services, the Provider shall notify the LEA in advance of a compelled disclosure to the Requesting Party, unless lawfully directed by the Requesting Party not to inform the LEA of the request.

5. **Subprocessors**. Provider shall enter into written agreements with all Subprocessors performing functions for the Provider in order for the Provider to provide the Services pursuant to the Service Agreement, whereby the Subprocessors agree to protect Student Data in a manner no less stringent than the terms of this DPA.

ARTICLE III: DUTIES OF LEA

1. **Provide Data in Compliance with Applicable Laws**. LEA shall provide Student Data for the purposes of obtaining the Services in compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time.

2. **Annual Notification of Rights**. If the LEA has a policy of disclosing Education Records and/or Student Data under FERPA (34 CFR § 99.31(a)(1)), LEA shall include a specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest in its annual notification of rights.

3. **Reasonable Precautions**. LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted Student Data.

4. **Unauthorized Access Notification**. LEA shall notify Provider promptly of any known unauthorized access. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.

ARTICLE IV: DUTIES OF PROVIDER

1. **Privacy Compliance**. The Provider shall comply with all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time.

2. **Authorized Use**. The Student Data shared pursuant to the Service Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services outlined in Exhibit A or stated in the Service Agreement and/or otherwise authorized under the statutes referred to herein this DPA.

3. **Provider Employee Obligation**. Provider shall require all of Provider's employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect to the Student Data shared under the Service Agreement. Provider agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Student Data pursuant to the Service Agreement.

4. **No Disclosure**. Provider acknowledges and agrees that it shall not make any re-disclosure of any Student Data or any portion thereof, including without limitation, user content or other non-public information and/or personally identifiable information contained in the Student Data other than as directed or

permitted by the LEA or this DPA. This prohibition against disclosure shall not apply to aggregate summaries of De-Identified information, Student Data disclosed pursuant to a lawfully issued subpoena or other legal process, or to subprocessors performing services on behalf of the Provider pursuant to this DPA. Provider will not Sell Student Data to any third party.

5. **De-Identified Data**: Provider agrees not to attempt to re-identify de-identified Student Data. De-Identified Data may be used by the Provider for those purposes allowed under FERPA and the following purposes: (1) assisting the LEA or other governmental agencies in conducting research and other studies; and (2) research and development of the Provider's educational sites, services, or applications, and to demonstrate the effectiveness of the Services; and (3) for adaptive learning purpose and for customized student learning. Provider's use of De-Identified Data shall survive termination of this DPA or any request by LEA to return or destroy Student Data. Except for Subprocessors, Provider agrees not to transfer de-identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to the LEA who has provided prior written consent for such transfer. Prior to publishing any document that names the LEA explicitly or indirectly, the Provider shall obtain the LEA's written approval of the manner in which de-identified data is presented.

6. **Disposition of Data**. Upon written request from the LEA, Provider shall dispose of or provide a mechanism for the LEA to transfer Student Data obtained under the Service Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree. Upon termination of this DPA, if no written request from the LEA is received, Provider shall dispose of all Student Data after providing the LEA with reasonable prior notice. The duty to dispose of Student Data shall not extend to Student Data that had been De-Identified or placed in a separate student account pursuant to section II 3. The LEA may employ a "Directive for Disposition of Data" form, a copy of which is attached hereto as **Exhibit "D"**. If the LEA and Provider employ Exhibit "D," no further written request or notice is required on the part of either party prior to the disposition of Student Data described in Exhibit "D.

7. **Advertising Limitations.** Provider is prohibited from using, disclosing, or selling Student Data to (a) inform, influence, or enable Targeted Advertising; or (b) develop a profile of a student, family member/guardian or group, for any purpose other than providing the Service to LEA. This section does not prohibit Provider from using Student Data (i) for adaptive learning or customized student learning (including generating personalized learning recommendations); or (ii) to make product recommendations to teachers or LEA employees; or (iii) to notify account holders about new education product updates, features, or services or from otherwise using Student Data as permitted in this DPA and its accompanying exhibits

ARTICLE V: DATA PROVISIONS

1. **Data Storage**. Where required by applicable law, Student Data shall be stored within the United States. Upon request of the LEA, Provider will provide a list of the locations where Student Data is stored.

2. **Audits.** No more than once a year, or following unauthorized access, upon receipt of a written request from the LEA with at least ten (10) business days' notice and upon the execution of an appropriate confidentiality agreement, the Provider will allow the LEA to audit the security and privacy measures that are in place to ensure protection of Student Data or any portion thereof as it pertains to the delivery of services to the LEA . The Provider will cooperate reasonably with the LEA and any local, state, or federal

agency with oversight authority or jurisdiction in connection with any audit or investigation of the Provider and/or delivery of Services to students and/or LEA, and shall provide reasonable access to the Provider's facilities, staff, agents and LEA's Student Data and all records pertaining to the Provider, LEA and delivery of Services to the LEA. Failure to reasonably cooperate shall be deemed a material breach of the DPA.

3. **Data Security**. The Provider agrees to utilize administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Provider shall adhere to any applicable law relating to data security. The provider shall implement an adequate Cybersecurity Framework based on one of the nationally recognized standards set forth set forth in **Exhibit "F"**. Exclusions, variations, or exemptions to the identified Cybersecurity Framework must be detailed in an attachment to **Exhibit "H"**. Additionally, Provider may choose to further detail its security programs and measures that augment or are in addition to the Cybersecurity Framework in **Exhibit "F"**. Provider shall provide, in the Standard Schedule to the DPA, contact information of an employee who LEA may contact if there are any data security concerns or questions.

4. **Data Breach**. In the event of an unauthorized release, disclosure or acquisition of Student Data that compromises the security, confidentiality or integrity of the Student Data maintained by the Provider the Provider shall provide notification to LEA within seventy-two (72) hours of confirmation of the incident, unless notification within this time limit would disrupt investigation of the incident by law enforcement. In such an event, notification shall be made within a reasonable time after the incident. Provider shall follow the following process:

   (1) The security breach notification described above shall include, at a minimum, the following information to the extent known by the Provider and as it becomes available:

      i. The name and contact information of the reporting LEA subject to this section.
      ii. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.
      iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice.
      iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided; and
      v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.

   (2) Provider agrees to adhere to all federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.

   (3) Provider further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident or unauthorized acquisition or use of Student Data or any portion thereof, including personally identifiable information and agrees to provide LEA, upon request, with a summary of said written incident response plan.

(4) LEA shall provide notice and facts surrounding the breach to the affected students, parents or guardians.

(5) In the event of a breach originating from LEA's use of the Service, Provider shall cooperate with LEA to the extent necessary to expeditiously secure Student Data.

ARTICLE VI: GENERAL OFFER OF TERMS

Provider may, by signing the attached form of "General Offer of Privacy Terms" (General Offer, attached hereto as **Exhibit "E"**), be bound by the terms of **Exhibit "E"** to any other LEA who signs the acceptance on said Exhibit. The form is limited by the terms and conditions described therein.

ARTICLE VII: MISCELLANEOUS

1. **Termination**. In the event that either Party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or has been terminated. Either party may terminate this DPA and any service agreement or contract if the other party breaches any terms of this DPA.

2. **Effect of Termination Survival**. If the Service Agreement is terminated, the Provider shall destroy all of LEA's Student Data pursuant to Article IV, section 6.

3. **Priority of Agreements**. This DPA shall govern the treatment of Student Data in order to comply with the privacy protections, including those found in FERPA and all applicable privacy statutes identified in this DPA. In the event there is conflict between the terms of the DPA and the Service Agreement, Terms of Service, Privacy Policies, or with any other bid/RFP, license agreement, or writing, the terms of this DPA shall apply and take precedence. In the event of a conflict between Exhibit H, the SDPC Standard Clauses, and/or the Supplemental State Terms, Exhibit H will control, followed by the Supplemental State Terms. Except as described in this paragraph herein, all other provisions of the Service Agreement shall remain in effect.

4. **Entire Agreement**. This DPA and the Service Agreement constitute the entire agreement of the Parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the Parties relating thereto. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both Parties. Neither failure nor delay on the part of any Party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

5. **Severability**. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the Parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

6. **Governing Law; Venue and Jurisdiction**. THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF THE LEA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY OF THE LEA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS DPA OR THE TRANSACTIONS CONTEMPLATED HEREBY.

7. **Successors Bound**: This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business In the event that the Provider sells, merges, or otherwise disposes of its business to a successor during the term of this DPA, the Provider shall provide written notice to the LEA no later than sixty (60) days after the closing date of sale, merger, or disposal. Such notice shall include a written, signed assurance that the successor will assume the obligations of the DPA and any obligations with respect to Student Data within the Service Agreement. The LEA has the authority to terminate the DPA if it disapproves of the successor to whom the Provider is selling, merging, or otherwise disposing of its business.

8. **Authority.** Each party represents that it is authorized to bind to the terms of this DPA, including confidentiality and destruction of Student Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Student Data and/or any portion thereof.

9. **Waiver**. No delay or omission by either party to exercise any right hereunder shall be construed as a waiver of any such right and both parties reserve the right to exercise any such right from time to time, as often as may be deemed expedient.

EXHIBIT "A"
DESCRIPTION OF SERVICES

Book Creator is online software for the creation and publication of eBooks.

EXHIBIT "B"
SCHEDULE OF DATA

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	✔
	Other application technology meta data-Please specify:	
Application Use Statistics	Meta data on user interaction with application	✔
Assessment	Standardized test scores	
	Observation data	
	Other assessment data-Please specify:	
Attendance	Student school (daily) attendance data	
	Student class attendance data	
Communications	Online communications captured (emails, blog entries)	
Conduct	Conduct or behavioral data	
Demographics	Date of Birth	
	Place of Birth	
	Gender	
	Ethnicity or race	
	Language information (native, or primary language spoken by student)	
	Other demographic information-Please specify:	
Enrollment	Student school enrollment	✔
	Student grade level	
	Homeroom	
	Guidance counselor	
	Specific curriculum programs	
	Year of graduation	
	Other enrollment information-Please specify:	
Parent/Guardian Contact Information	Address	
	Email	

Category of Data	Elements	Check if Used by Your System
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	✔
	Teacher names	✔
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/ health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
Student Contact Information	Address	☐
	Email	✔
	Phone	☐
Student Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assigned student ID number	✔
	Student app username	☐
	Student app passwords	☐
Student Name	First and/or Last	✔
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writing, pictures, etc.	✔
	Other student work data -Please specify: audio, video	✔
Transcript	Student course grades	☐
	Student course data	☐

Category of Data	Elements	Check if Used by Your System
	Student course grades/ performance scores	☐
	Other transcript data - Please specify:	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data – Please specify:	☐
Other	Please list each additional data element used, stored, or collected by your application:	☐
None	No Student Data collected at this time. Provider will immediately notify LEA if this designation is no longer applicable.	☐

EXHIBIT "C"
DEFINITIONS

De-Identified Data and De-Identification: Records and information are considered to be de-identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination is linkable to a specific student and provided that the educational agency, or other party, has made a reasonable determination that a student's identity is not personally identifiable, taking into account reasonable available information.

Educational Records: Educational Records are records, files, documents, and other materials directly related to a student and maintained by the school or local education agency, or by a person acting for such school or local education agency, including but not limited to, records encompassing all the material kept in the student's cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement, and results of evaluative tests, health data, disciplinary status, test protocols and individualized education programs.

Metadata: means information that provides meaning and context to other data being collected; including, but not limited to: date and time records and purpose of creation Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information.

Operator: means the operator of an internet website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used for K–12 school purposes. Any entity that operates an internet website, online service, online application, or mobile application that has entered into a signed, written agreement with an LEA to provide a service to that LEA shall be considered an "operator" for the purposes of this section.

Originating LEA: An LEA who originally executes the DPA in its entirety with the Provider.

Provider: For purposes of the DPA, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Student Data. Within the DPA the term "Provider" includes the term "Third Party" and the term "Operator" as used in applicable state statutes.

Student Generated Content: The term "student-generated content" means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content.

School Official: For the purposes of this DPA and pursuant to 34 CFR § 99.31(b), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of Student Data including Education Records; and (3) Is subject to 34 CFR § 99.33(a) governing the use and re-disclosure of personally identifiable information from Education Records.

Service Agreement: Refers to the Contract, Purchase Order or Terms of Service or Terms of Use.

Student Data: Student Data includes any data, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to,

information in the student's educational record or email, first and last name, birthdate, home or other physical address, telephone number, email address, or other information allowing physical or online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, individual purchasing behavior or preferences, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, geolocation information, parents' names, or any other information or identification number that would provide information about a specific student. Student Data includes Meta Data. Student Data further includes "personally identifiable information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law. Student Data shall constitute Education Records for the purposes of this DPA, and for the purposes of federal, state, and local laws and regulations. Student Data as specified in **Exhibit "B"** is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or de-identified, or anonymous usage data regarding a student's use of Provider's services.

Subprocessor: For the purposes of this DPA, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than LEA or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to Student Data.

Subscribing LEA: An LEA that was not party to the original Service Agreement and who accepts the Provider's General Offer of Privacy Terms.

Targeted Advertising: means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the operator's Internet web site, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. "Targeted advertising" does not include any advertising to a student on an Internet web site based on the content of the web page or in response to a student's response or request for information or feedback.

Third Party: The term "Third Party" means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Education Records and/or Student Data, as that term is used in some state statutes. However, for the purpose of this DPA, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Provider."

EXHIBIT "D"
DIRECTIVE FOR DISPOSITION OF DATA

Sunnybrook School Distirct 171 Provider to dispose of data obtained by Provider pursuant to the terms of the Service Agreement between LEA and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

☐ Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

[ ]

☐ Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

☐ Disposition shall be by destruction or deletion of data.

☐ Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

[ ]

3. Schedule of Disposition

Data shall be disposed of by the following date:

☐ As soon as commercially practicable.

☐ By [ ]

4. Signature

_____ _____

Authorized Representative of LEA Date

5. Verification of Disposition of Data

_____ _____

Authorized Representative of Company Date

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and [Sunnybrook School Di](“Originating LEA”) which is dated [2/10/2021], to any other LEA (“Subscribing LEA”) who accepts this General Offer of Privacy Terms (“General Offer”) through its signature below. This General Offer shall extend only to privacy protections, and Provider’s signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider’s signature to this Form. Subscribing LEAs should send the signed **Exhibit “E”** to Provider at the following email address: sales@bookcreator.com.

ools for Schools, In

BY: T.W. Leggett Date: 02/10/2021

Printed Name: Thom Leggett Title/Position: VP Engineering

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the [Sunnybrook School D] and the Provider. **PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

BY:

_____ Date: _____

Printed Name: _____ Title/Position: _____

SCHOOL DISTRICT NAME: _____

DESIGNATED REPRESENTATIVE OF LEA:

Name: _____

Title: _____

Address: _____

Telephone Number: _____

Email: _____

EXHIBIT "F"
DATA SECURITY REQUIREMENTS

Adequate Cybersecurity Frameworks
2/24/2020

The Education Security and Privacy Exchange ("Edspex") works in partnership with the Student Data Privacy Consortium and industry leaders to maintain a list of known and credible cybersecurity frameworks which can protect digital learning ecosystems chosen based on a set of guiding cybersecurity principles* ("Cybersecurity Frameworks") that may be utilized by Provider .

Cybersecurity Frameworks

	MAINTAINING ORGANIZATION/GROUP	FRAMEWORK(S)
☑	National Institute of Standards and Technology	NIST Cybersecurity Framework Version 1.1
☐	National Institute of Standards and Technology	NIST SP 800-53, Cybersecurity Framework for Improving Critical Infrastructure Cybersecurity (CSF), Special Publication 800-171
☐	International Standards Organization	Information technology — Security techniques — Information security management systems (ISO 27000 series)
☐	Secure Controls Framework Council, LLC	Security Controls Framework (SCF)
☐	Center for Internet Security	CIS Critical Security Controls (CSC, CIS Top 20)
☐	Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD(A&S))	Cybersecurity Maturity Model Certification (CMMC, ~FAR/DFAR)

Please visit http://www.edspex.org for further details about the noted frameworks.

*Cybersecurity Principles used to choose the Cybersecurity Frameworks are located here

EXHIBIT "G" – Supplemental SDPC State Terms for Illinois

Version 1.0

This **Exhibit G**, Supplemental SDPC State Terms for Illinois ("Supplemental State Terms"), effective simultaneously with the attached Student Data Privacy Agreement ("DPA") by and between Sunnybrook School Distirct 171 (the "Local Education Agency" or "LEA") and Tools for Schools, Inc. (the "Provider"), is incorporated in the attached DPA and amends the DPA (and all supplemental terms and conditions and policies applicable to the DPA) as follows:

1. **Compliance with Illinois Privacy Laws**. In performing their respective obligations under the Agreement, the LEA and the Provider shall comply with all Illinois laws and regulations pertaining to student data privacy and confidentiality, including but not limited to the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/, Mental Health and Developmental Disabilities Confidentiality Act ("MHDDCA"), 740 ILCS 110/, Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/, Identity Protection Act ("IPA"), 5 ILCS 179/, and Personal Information Protection Act ("PIPA"), 815 ILCS 530/.

2. **Definition of "Student Data."** In addition to the definition set forth in **Exhibit C**, Student Data includes any and all "covered information," as that term is defined in Section 5 of SOPPA (105 ILCS 85/5), and Student Data shall constitute "school student records" as that term is defined in Section 2 of ISSRA (105 ILCS 10/2(d)).

3. **School Official Designation.** Pursuant to Article I, Paragraph 1 of the DPA Standard Clauses, and in accordance with FERPA, ISSRA and SOPPA, in performing its obligations under the DPA, the Provider is acting as a school official with legitimate educational interest; is performing an institutional service or function for which the LEA would otherwise use its own employees; is under the direct control of the LEA with respect to the use and maintenance of Student Data; and is using Student Data only for an authorized purpose.

4. **Limitations on Re-Disclosure.** The Provider shall not re-disclose Student Data to any Third Party or affiliate without the express written permission of the LEA or pursuant to court order, unless such disclosure is otherwise permitted under SOPPA, ISSRA, FERPA, and MHDDCA. In the event a Third Party, including law enforcement or a government entity, contacts the Provider with a request or subpoena for Student Data in the possession of the Provider, the Provider shall redirect the Third Party to seek the data directly from the LEA. In the event the Provider is compelled to produce Student Data to a Third Party in compliance with a court order, Provider shall notify the LEA at least five (5) school days in advance of the court ordered disclosure and, upon request, provide the LEA with a copy of the court order requiring such disclosure.

5. **Notices.** Any notice delivered pursuant to the DPA shall be deemed effective, as applicable, upon receipt as evidenced by the date of transmission indicated on the transmission material, if by e-mail; or four (4) days after mailing, if by first-class mail, postage prepaid.

6. **Parent Right to Access and Challenge Student Data.** The LEA shall establish reasonable procedures pursuant to which a parent, as that term is defined in 105 ILCS 10/2(g), may inspect and/or copy Student Data and/or challenge the accuracy, relevance or propriety of Student Data, pursuant to Sections 5 and 7 of ISSRA (105 ILCS 10/5; 105 ILCS 10/7) and Section 33 of SOPPA (105 ILCS 85/33). The Provider shall respond to any request by the LEA for Student Data in the possession of the Provider, for

purposes of affording a parent an opportunity to inspect and/or copy the Student Data, no later than 10 business days from the date of the request. In the event that a parent contacts the Provider directly to inspect and/or copy Student Data, the Provider shall refer the parent to the LEA, which shall follow the necessary and proper procedures regarding the requested Student Data.

7. **Corrections to Factual Inaccuracies.** In the event that the LEA determines that the Provider is maintaining Student Data that contains a factual inaccuracy, the LEA shall notify the Provider of the factual inaccuracy and the correction to be made. No later than 90 calendar days after receiving the notice of the factual inaccuracy, the Provider shall correct the factual inaccuracy and shall provide written confirmation of the correction to the LEA.

8. **Security Standards.** The Provider shall implement and maintain commercially reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect Student Data from unauthorized access, destruction, use, modification, or disclosure, including but not limited to the unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of the Student Data (a "Security Breach"). For purposes of the DPA and this **Exhibit G**, "Security Breach" does not include the good faith acquisition of Student Data by an employee or agent of the Provider or LEA for a legitimate purpose of the Provider or LEA, so long as the Student Data is used solely for purposes permitted by SOPPA and other applicable law, and so long as the Student Data is restricted from further unauthorized disclosure.

9. **Security Breach Notification**. In addition to the information enumerated in Article V, Section 4(1) of the DPA Standard Clauses, any Security Breach notification provided by the Provider to the LEA shall include:

a. A list of the students whose Student Data was involved in or is reasonably believed to have been involved in the breach, if known; and

b. The name and contact information for an employee of the Provider whom parents may contact to inquire about the breach.

10. **Reimbursement of Expenses Associated with Security Breach.** In the event of a Security Breach that is attributable to the Provider, the Provider shall reimburse and indemnify the LEA for any and all costs and expenses that the LEA incurs in investigating and remediating the Security Breach, including but not limited to costs and expenses associated with:

a. Providing notification to the parents of those students whose Student Data was compromised and regulatory agencies or other entities as required by law or contract;

b. Providing credit monitoring to those students whose Student Data was exposed in a manner during the Security Breach that a reasonable person would believe may impact the student's credit or financial security;

c. Legal fees, audit costs, fines, and any other fees or damages imposed against the LEA as a result of the security breach; and

d. Providing any other notifications or fulfilling any other requirements adopted by the Illinois State Board of Education or under other State or federal laws.

11. **Transfer or Deletion of Student Data.** The Provider shall review, on an annual basis, whether the Student Data it has received pursuant to the DPA continues to be needed for the purpose(s) of the DPA. If any of the Student Data is no longer needed for purposes of the DPA, the Provider must delete such unnecessary Student Data or transfer to the LEA such unnecessary Student Data. The Provider shall effectuate such transfer or deletion of Student Data and provide written confirmation of said transfer or deletion to the LEA within thirty (30) calendar days of the operator becoming aware that the Student Data is no longer needed for purposes of the DPA.

If the LEA receives a request from a parent, as that term is defined in 105 ILCS 10/2(g), that Student Data being held by the Provider be deleted, the LEA shall determine whether the requested deletion would violate State and/or federal records laws. In the event such deletion would not violate State or federal records laws, the LEA shall forward the request for deletion to the Provider. The Provider shall comply with the request and delete the Student Data within a reasonable time period after receiving the request.

12. **Public Posting of DPA.** Pursuant to SOPPA, the LEA shall publish on its website a copy of the DPA between the Provider and the LEA, including this **Exhibit G**.

13. **Subcontractors.** By no later than (5) business days after the date of execution of the DPA, the Provider shall provide the LEA with a list of any subcontractors to whom Student Data may be disclosed or a link to a page on the Provider's website that clearly lists any and all subcontractors to whom Student Data may be disclosed. This list shall, at a minimum, be updated and provided to the LEA by the beginning of each fiscal year (July 1) and at the beginning of each calendar year (January 1).

EXHIBIT "H"

Additional Terms or Modifications

Version _____

LEA and Provider agree to the following additional terms and modifications:

This is a free text field that the parties can use to add or modify terms in or to the DPA. If there are no additional or modified terms, this field should read "None."

618-1/4715859.1

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and [Sunnybrook School Di]("Originating LEA") which is dated [2/10/2021], to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form. Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following email address: sales@bookcreator.com.

ools for Schools, In

BY: T.W. Leggett Date: 02/10/2021

Printed Name: Thom Leggett Title/Position: VP Engineering

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the [Sunnybrook School [] and the Provider. **PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

BY: Angela Zajac Date: 5/26/21

Printed Name: Angela Zajac Title/Position: Exec. Director

SCHOOL DISTRICT NAME: Eisenhower Cooperative

DESIGNATED REPRESENTATIVE OF LEA:

Name: Angela Zajac

Title: Exec. Director

Address: 5318 W. 135th Street Crestwood, IL 60418

Telephone Number: 708-389-7580

Email: azajac@eisencoop.org

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

March 18, 2022

Catherine Cappiello
Tools for Schools, Inc.
1321 Upland Dr., Suite 8524
Houston, TX 77043

Via email: catherine@bookcreator.com

Contract Renewal: Book Creator

Dear Ms. Cappiello,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with Tools for Schools, Inc. for Book Creator for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2022-03-21**

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Lainey Franks
6F9BA8CBBB59C86014AE0ED839D153D3 contractworks. **2022-03-23**

Service Provider

Lainey Franks **VP of Partnerships**

BOOK CREATOR

Renewal

DISTRICT 300

About Book Creator

Since 2011, the Book Creator team has committed to working alongside educators to help students thrive. Education is changing. Book Creator offers a simple way to infuse creativity throughout the curriculum, motivating students to become authors of their learning and helping them develop future-ready skills.

We amplify student voice by giving them a platform to publish to the world. This motivates them to produce better work. We give students a voice when they cannot yet type, can't speak English fluently yet, are shy to present in front of others or can't express themselves in words. We allow all students the ability to elevate their work beyond a document, to become authors of their own digital books. With Book Creator, students are empowered to create lasting multimedia-rich work of value and quality which can be shared for a global audience.

With over 50,000,000 eBooks created, Book Creator is the interactive digital notebook for the 21st century and is transforming teaching and learning around the world.



About me

Jon Smith, Teacher Success Manager

12 years as a special education teacher. 7 years as a technology integration specialist. I'll be on hand to answer questions, and to offer advice/strategies on how to best utilize Book Creator. I also offer webinars and training to help integrate Book Creator into your curriculum and teaching/learning strategy.

+19044146439 / jonsmith@bookcreator.com

Testimonials



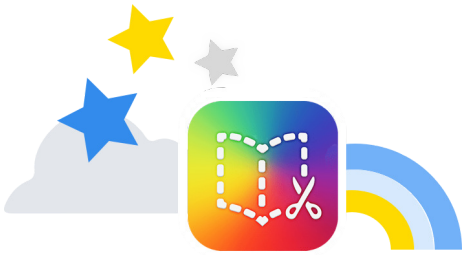
Book Creator sits atop my list of the best educational apps. I've used it with learners of all ages, from kindergarten to adults. Its simplicity is refreshing.

Tony Vincent, Learning in Hand



My students are each creating a resource that will be available for download across the world. This is authentic learning at its best. My students have a voice.

Jane Ross, Digital Literacy Coach



Community Unit School District 300 Initiatives

Book Creator is used across all subjects and all grade levels, infusing creativity into curriculum. We know that D300 has a number of initiatives in place and so have detailed how we can support in some of these.

- EL population with inclusive English language learning,
- Special Education
- Over the current period on delivering online learning as well as helping students affected by the disruption with their social and emotional learning.

Please see below some additional information on each of these areas and how Book Creator can help:

Remote Learning and Remote PD

Keep your whole school community feeling connected by sharing and celebrating student creativity. We have a host of features, resources and support for teachers and students while remote learning.



We also offer comprehensive Webinar PD and will have a brand new certification programme so that teachers can learn in their own time and be awarded a badge on completion. This will help the technology team track which teachers are proficient in the tool and assist with rolling out across the district.

Supporting Language Learners

Book Creator is the perfect app for supporting language learners, supporting work in all four of the domains - reading, writing, speaking and listening. It gives students an outlet for content creation regardless of their level of proficiency.

With Book Creator you can write or dictate in multiple languages, have your book read back to you in that language, and then really bring language books to life with audio and video. What's more, the app has been translated into 10 different languages so you can have an immersive experience if you wish, or truly support students who don't have English as their first language by allowing them to create in their own language.

Charlotte Mecklenburg have recently purchased Book Creator for all EL teachers across the district and have had huge success. Christina Mahar who leads the project is happy to discuss her experience with you:

"We are using Book Creator to target all the language domains of our ELs, especially Speaking and writing. We use it to build background for our students to support the content instruction. We also are using Book Creator to support phonics instruction and fluency checks at the elementary level. For middle and high school we will focus Book Creator use to create student portfolios to track progress, which will be huge since we have so many transient students. Book Creator has been a huge asset during remote learning! We are currently in the process of developing a virtual summer school for all ELs, using Book Creator as one of our main platforms of instructional delivery and documentation using portfolios that will be sent to their teachers in the fall. We are also working with high school seniors for a special end of year commemorative book."

Christina Mahar, Charlotte Mecklenburg

Find out more

Supporting Language Learners
https://bookcreator.com/resources-for-teachers/languages/

Supporting Special Education through differentiation

Book Creator's multimodal tools and supports make lessons accessible while building in student voice and choice. With hundreds of accessibility features built into the app, Book Creator is designed to support the three principles of Universal Design for Learning.

You can vary the means of engagement by offering visual, tactile or auditory learning. You can vary the means of representation by fully customizing books to consider font size, contrast, video captions, audio support and more. And you can vary the means of expression by allowing students to use accessibility features such as speech to text, predictive text, and images/shapes to demonstrate understanding where text isn't an option.

Find out more

Supporting Special Education
https://bookcreator.com/resources-for-teachers/special-education/

Supporting Social Emotional Learning

Aligning with your own school's SEL goals, Book Creator offers a simple platform to create all kinds of content to support managing emotions, setting positive goals, showing empathy, and maintaining positive relationships. Book Creator offers a blank canvas for students to express themselves, collaborate with other students, and present their feelings in a variety of formats. For example, students could create a journal setting out thoughtfulness goals, a book with interviews of community members, they could use the app to connect with a pen pal in another country (even collaborating on a book in real-time).

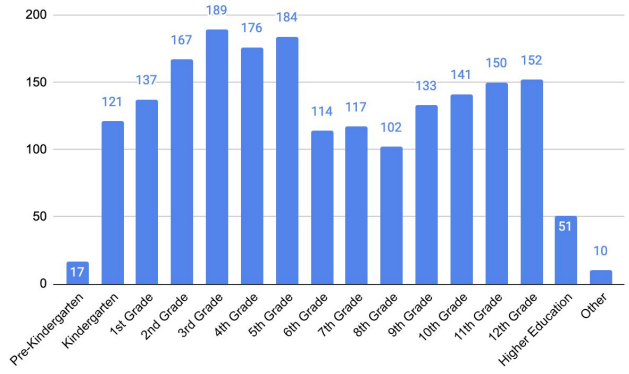
Find out more

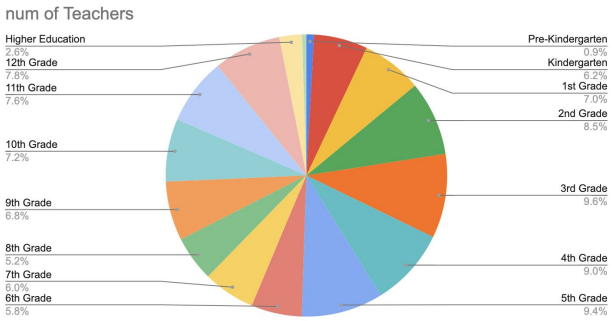
Supporting Social Emotional Learning
https://bookcreator.com/2019/08/teaching-sel-with-book-creator/

Current Usage at D300

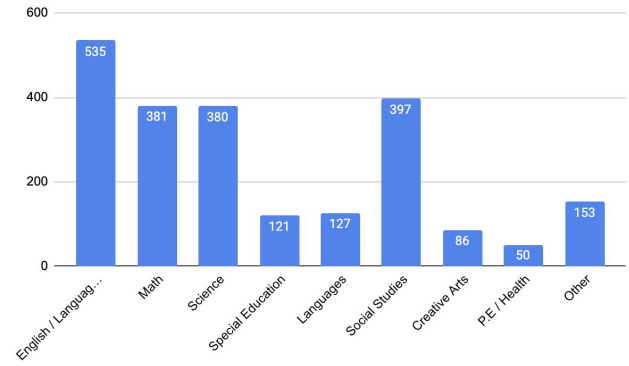
We can see that **994** teachers are already signed up and using the free version of Book Creator and there's been a huge spike in recent usage with kids making **65,000 books!** Below we can see that Book Creator is being used across all grades and subjects.

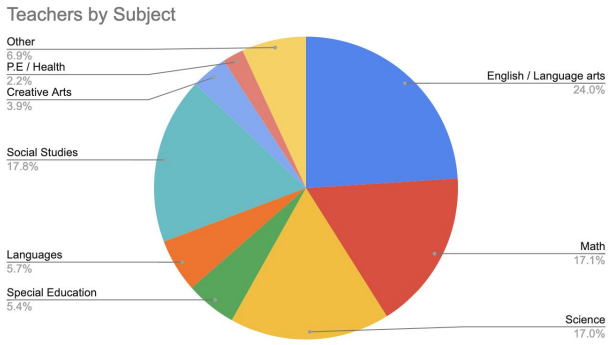
Teachers by grade





Teachers by subject







District License Features

- **1000 Book Plan for every Teacher** with the ability to create UNLIMITED libraries (with 200 books in each). This will provide the scope for teachers to embed Book Creator across their curriculum and use it for projects, homework, class activities, reports and journals across subject areas.

- The ability to **Create Libraries** gives teachers the flexibility to publish libraries for classes and for individual lesson plans, to share with other teachers, and even with other schools or parents. Teachers also have the option to give students their own libraries to create portfolios of work.

- **Support for Co-Teachers** - this allows multiple teachers to work in the same library and with the same students at the same time. Teachers can work together to support students, share ideas, book templates, and be inspired by each other's work. This also gives Technology Integration teams an oversight of how Book Creator is being used, as well as the ability to easily provide support and coaching.

- **Real-time Collaboration** - students can collaborate on books at the same time across multiple devices, allowing teachers to assign group projects

and team based learning.

- **Full Domain Level Access across the District -** this package allows every teacher across the entire district to be automatically assigned a premium license on registration – and with no additional admin. This removes barriers for teachers and reduces the workload for the technology team.

- **Admin Dashboard to manage your Licenses** - you will have an admin console and be able to monitor how many licenses have been redeemed and which teachers are using.

- **Analytics Dashboard** - providing live student/teacher usage to help administrators track progress of implementation, roll out and see key headlines such as how many books and libraries are being created.

- **Custom Professional Development** - with 850 Book Creator ambassadors on hand and comprehensive implementation guides and support materials, we will work with you to create a clear and thorough plan to ensure that every teacher can make best use of the application; and really embed and integrate the tool into their curriculum. Not only that, but our package is designed to help teachers develop their digital skill set, and help build confidence in utilising technology in the classroom.

- **Account Management -** you'll be assigned a dedicated Book Creator Account Manager who will schedule regular catch-ups to discuss how the application is being used, and your ongoing support needs. You'll also be given periodic reports on activity – enabling you to monitor progress, and reach out to any teachers who are not engaging or need extra help.

Pricing

We will include all PD support, implementation and set-up at no additional charge. If package is purchased across district, we will include full domain level systems integration, so that every teacher in the school has a license automatically assigned.

Item	Volume	Standard cost per unit	Total (USD)
Book Creator 1000 book premium license 12 month subscription	300	$120	$36,000
50% volume discount			-$18,000
Additional teachers			No extra charge
Full Professional development support incl. bespoke Webinar training sessions with ongoing account management and tools to engage teachers across the district			Included at no extra cost
Full systems integration giving domain level access to every teacher in the district			Included at no extra cost
Total USD			**$18,000**

Resources and links

Find some useful resources below plus more on our website:

Attend a Webinar
New Features (2020)
Guidance for Home Learning
The Big Book Creator Activity Book
50 ways to use Book Creator in the Classroom
ELA ideas
Social Studies ideas
Math ideas
Science ideas
Case Study: Ottawa Catholic School Board
Learning language ideas
Book Creator for Differentiated Learning
15 Activities to Enhance Literacy
The Big Picture book
Using Book Creator in the classroom library
Supporting Language Learners
Customizable PD Template

With the new library publishing feature, teachers will have the ability to showcase children's work to parents, other teachers and future cohorts of children.

See some examples below:

- Books made by Elementary / Primary students (age 5-9)
- Books made by Middle School students (age 10-12)
- Books made by High School students (age 13-18)
- English / Language Arts books
- Social studies books
- Examples from Write Our World (bilingual books made by kids)

You can sort through thousands of cases, guides and resources here and let me know if you'd like any more detail or to be put in touch with an administrator,

technology coach or teacher who are currently using Book Creator to share their experience.

Privacy



Book Creator has achieved full certification from iKeepSafe.org of compliance with COPPA, FERPA, California Education Code 49073.1 and SOPIPA. This is the most secure level of certification available for educational technology products. Read our full Privacy Policy here.

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and [Sunnybrook School Di](“Originating LEA”) which is dated [2/10/2021], to any other LEA (“Subscribing LEA”) who accepts this General Offer of Privacy Terms (“General Offer”) through its signature below. This General Offer shall extend only to privacy protections, and Provider’s signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider’s signature to this Form. Subscribing LEAs should send the signed **Exhibit “E”** to Provider at the following email address: sales@bookcreator.com.

ools for Schools, Inc

BY: T.W.Leggett Date: 02/10/2021

Printed Name: Thom Leggett Title/Position: VP Engineering

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the [Sunnybrook School D] and the Provider. **PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

BY: Susan Harkin
A3BB358670FE4AD718B86C5B0A2FAD86 contractworks Date: 04/28/2021

Printed Name: Susan Harkin Title/Position: Chief Operating Officer

SCHOOL DISTRICT NAME: Community Unit School District 300

DESIGNATED REPRESENTATIVE OF LEA:

Name: Jason Emricson

Title: Executive Director of Techology & Operations

Address: 2550 Harnish Drive, Algonquin, Il 60102

Telephone Number: 847-551-8337

Email: jason.emricson@d300.org

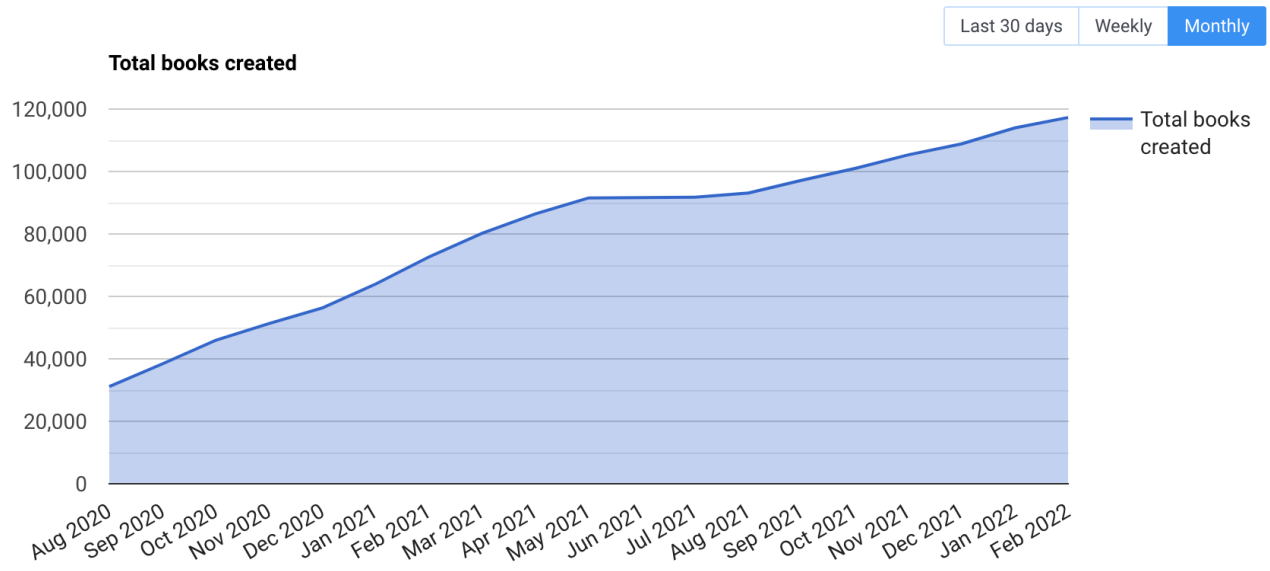
BOOK CREATOR

Renewal Quote

DISTRICT 300

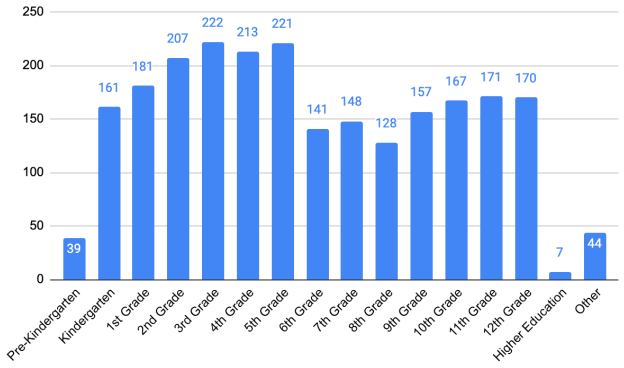
Book Creator Usage at District 300

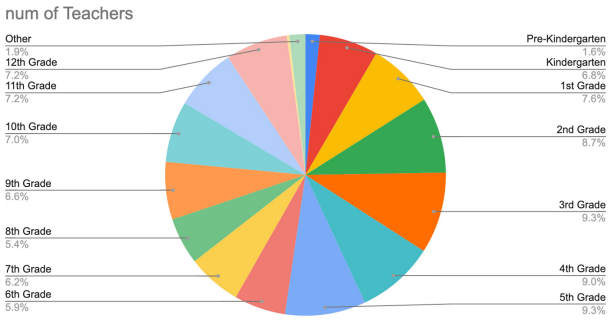
We can see that **1,082** teachers are signed up and using Book Creator with **over 14,400 students** making **over 117,700 books!**



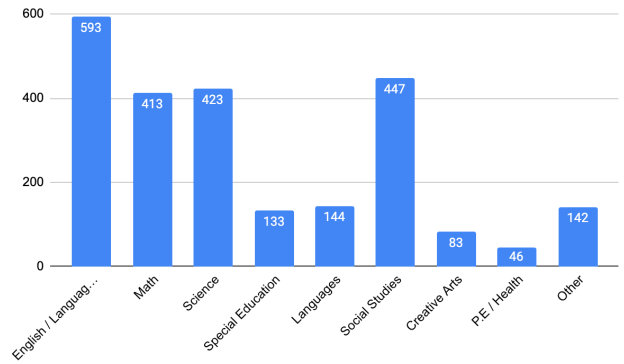
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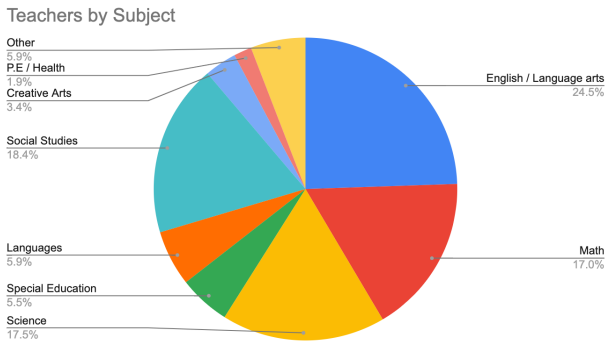
Teachers by grade





Teachers by subject







New Features

- **Build With Templates** Now, when you go into Book Creator and click the 'New Book' button, you'll see a new option to toggle between blank books and templates. Choose the one you want, and then add new pages from the template page picker!

- **The Noun Project** - The Noun Project is the most comprehensive collection of icons in the world, with over 3 million beautifully crafted icons grouped together in easy to search sets. These are all now available in Book Creator's premium version!

- **HEX Code Color Picker** gives teachers the ability to make text, shapes and more the exact color of their choice. No more guessing or getting color "close" will be needed.

- **Shapes** - Shapes are a great way to kick off learning for younger students, and offer a creative constraint for older students. Plus they're useful for teaching mathematics with Book Creator. We thought we'd help out by updating our range of available shapes to include pentagons, hexagons, septagons and octagons, badges, hearts, and more arrows. You can also rotate images now!

- **Custom Professional Development** - with 850 Book Creator ambassadors on hand and comprehensive implementation guides and support materials, we will work with you to create a clear and thorough plan to ensure that every teacher can make best use of the application; and really embed and integrate the tool into their curriculum. Not only that, but our package is designed to help teachers develop their digital skill set, and help build confidence in utilizing technology in the classroom.

- **App Store** - You now have access to amazing educational and engaging apps right within Book Creator! These include; Bitmoji, animated Emojis, Sketchfab, Google Drive & Maps, Giphy, Canva, and Feedback Sticker Packs. Stay tuned for more to come!

Pricing

Item	Volume	Standard cost per unit	Total (USD)
Book Creator 1000 book premium license 12-month subscription	1500	$120	$180,000
75% volume discount			-$135,000
Full Professional development support incl. bespoke Webinar training sessions with ongoing account management and tools to engage teachers across the district	In-person & webinar sessions		Included at no extra cost
Full systems integration giving domain-level access to every teacher in the district			Included at no extra cost
Total USD			**$45,000**
2022-2023 Pricing *Discount $18,000*			**$27,000**
2023-2024 Pricing *Discount $9,000*			$36,000
2024-2025 Pricing			$45,000

Privacy

Book Creator has achieved full certification from iKeepSafe.org of compliance with COPPA, FERPA, California Education Code 49073.1 and SOPIPA. This is the most secure level of certification available for educational technology products. Read our full Privacy Policy here.



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

March 31, 2023

Wendy Kelly
BrainPOP LLC
71 W. 23rd St., 17th Floor
New York, NY 10010

Via email: wendyk@brainpop.com

Contract Renewal: School Combo 24/7 and School Jr 24/7

Dear Ms. Thompson,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of our contract with BrianPop LLC. The original contract was dated April 28, 2021. District 300 would like to extend the current contract referencing the subscriptions noted on the attached quote number 00040378, dated 3/30/2023. The total value of this contract extension is $57,650.00 for August 10, 2023 to August 9, 2024.

If your firm agrees to maintain the master agreement terms, the Student Data Privacy Addendum, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Wednesday, April 5, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane C. White

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

H. Scott J Kirkpatrick Jr

1677E7497C53FFC99C958768A463DFD0 contractworks **2023-04-03**

Service Provider

H. Scott Kirkpatrick Jr 2023-04-03

BrainPOP

Issued By	Wendy Kelly	Quote PDF (Created Date)	3/30/2023
Email	wendyk@brainpop.com	Quote Number	00040378
		Account Name	Community Unit School District 300

Bill To Name: Community Unit School District 300

Description: Discounts Provided for 2023/2024 School Year:

-100% Comp Access for Delacey Family Education Center.

-25% Multi-Product for ELL Access at Golfview Elementary.

-20% Multi-Site for All Schools.

-15% Manager's Discount for All Subscriptions (Non-Renewable)
3 high schools complimentary

Contact Name	Nancy Battaglia	Email	nancy.battaglia@d300.org

Please Note: If the person listed above is not the primary contact for your subscription, please let us know.

Product Name	Quantity	Description	Product Description	Discount	Sales Price	Subtotal
BrainPOP ELL School Subscription	1.00	ELL for Golfview Elementary	School-wide access to BrainPOP ELL. Build vocabulary and grammar skills with 90 scaffolded lessons designed for your English language learners.	40.00%	USD 1,400.00	USD 840.00
BrainPOP Jr. (K-3) School Subscription	1.00	Delacey Family Education Center	School-wide access to BrainPOP Jr. for K-3rd grade classrooms. Foster curiosity for learning and set a foundation for success with our unique content and effective learning tools designed for young learners.	100.00%	USD 2,330.00	USD 0.00
BrainPOP School Combo Subscription	1.00	Big Timber Elementary-NEW School	School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	35.00%	USD 3,800.00	USD 2,470.00
BrainPOP School Combo Subscription	4.00		School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	35.00%	USD 3,800.00	USD 9,880.00
BrainPOP School Combo Subscription	18.00		School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	35.00%	USD 3,800.00	USD 44,460.00

BrainPOP

BrainPOP School Combo Subscription	3.00	Complimentary high school subscriptions	School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	100.00%	USD 3,524.63	USD 0.00
Self-Paced Course	1.00		On-demand learning option for BrainPOP provided via a learning management system; includes completion certificates and engagement data to school/district contact.	100.00%	USD 475.00	USD 0.00

Subtotal	USD 102,178.89
Discount	43.58%
Grand Total	USD 57,650.00

Provisions

Access Recipient	Product	Access Start Date	Access End Date	Provision Price
Delacey Family Education Center	BrainPOP Jr. (K-3) School Subscription	8/10/2023	8/9/2024	USD 0.00
Golfview Elementary School	BrainPOP ELL School Subscription	8/10/2023	8/9/2024	USD 840.00
Algonquin Middle School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Carpentersville Middle School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Dundee Middle School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Hampshire Middle School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Algonquin Lakes Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Dundee Highlands Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Eastview Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Gary D Wright Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Gilberts Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Golfview Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Hampshire Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Kenneth E Neubert Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Lake In The Hills Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Lakewood School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Liberty Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Lincoln Prairie Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Meadowdale Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Parkview Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Perry Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Sleepy Hollow Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Westfield Community School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Big Timber Elementary School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00
Hampshire High School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 2,470.00

Dundee-Crown High School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 0.00
Harry D Jacobs High School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 0.00
Oak Ridge School	BrainPOP School Combo Subscription	8/10/2023	8/9/2024	USD 0.00

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name: _____ Authorized Signature: _____

Title: _____ Date: _____

*Please include any applicable tax exemption certificates for the school/district along with your order.

Quote valid for 90 days. All amounts listed are in USD. This subscription is governed by the Terms of Use and Privacy Policy posted on www.brainpop.com, as amended from time to time. By accepting this quote, you agree to these terms. Changes/modifications to the terms must be approved and signed by an authorized representative of BrainPOP. Terms and conditions submitted with any Purchase Order shall not apply to this subscription. If the Customer has a signed agreement with BrainPOP that is applicable to this subscription, then that agreement will apply.

Remit to BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

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

March 18, 2022

Andrea Thompson
BrainPOP LLC
71 W. 23rd St., 17th Floor
New York, NY 10010

Via email: andreat@brainpop.com

Contract Renewal: School Combo 24/7 and School Jr 24/7

Dear Ms. Thompson,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with BrainPOP LLC for School Combo 24/7 for 25 schools and School Jr 24/7 for 1 School. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,
Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2022-03-25**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:



Service Provider

Quote

Date	Quote #
02/08/2021	US5191921040R

Payment Status
Open

Bill To Attention

Accounts Payable
Community Unit School District #300
2550 Hamish Drive
Algonquin IL 60102
United States

Username	E-mail
	anne.pasco@d300.org

Item	Type	Qty	Description	Rate	Amount
School Combo 24/7	Renewal	21	Unlimited 12-month access to over one thousand standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP and BrainPOP Jr.	2,950.00	61,950.00
Reference		1	Subscriptions for: Algonquin Lakes Elementary, Dundee Elementary, Eastview Elementary, Gary D Wright, Gilberts Elementary, Golfview Elementary, Hampshire Elementary, Kenneth E. Elementary, Lake In The Hills, Lakewood, Liberty Elementary, Lincoln Prairie, Meadowdale Elementary, Oak Ridge, Parkview Elementary, Perry Elementary, Sleepy Hollow Elementary, Westfield Community, Jacob HS, Hampshire HS, and Dundee HS		
School Combo 24/7		4	Unlimited 12-month access to over one thousand standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP and BrainPOP Jr.	2,950.00	11,800.00
Reference		1	Subscriptions for: Algonquin MS, Carperntersville MS, Dundee MS, and Hampshire MS- by making it a Combo, middle schools will have access to BrainPOP ESP and FRA		
School JR 24/7	Renewal	1	Unlimited 12-month access to hundreds of standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP Jr.	1,795.00	1,795.00
Discount for Complimentary Access			Complimentary Access for Delacey Family Education Center	-1,795.00	-1,795.00
School ELL	Renewal	1	Unlimited 12-month access to all WIDA-aligned BrainPOP ELL lessons to build language skills.	795.00	795.00
Reference		1	ELL subscription for Golfview Elementary		
Subtotal					74,545.00

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name:_____ Authorized Signature:_____

Title:_____ Date:_____

*Please include any applicable tax exemption certificates for the school/district along with your order.

Remit to: BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax: 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

Quote

Date	Quote #
02/08/2021	US5191921040R

Item	Type	Qty	Description		Rate	Amount
Multi-Site Discount (21-30)			20% discount for an order of 21-30 schools.	%	-20.00	-14,909.00
Subtotal						59,636.00
10% Discount			One-time added discount to assist district within funds	%	-10.00	-5,963.60
Reference		1	BrainPOP ESP + FRA to be added to the following middle schools: Algonquin MS, Carperntersville MS, Dundee MS, and Hampshire MS			

Quote valid for 90 days. All amounts listed are in USD. This subscription is governed by the Terms of Use and Privacy Policy posted on www.brainpop.com, as amended from time to time. By accepting this quote, you agree to these terms. Changes/modifications to the terms must be approved and signed by an authorized representative of BrainPOP. Terms and conditions submitted with any Purchase Order shall not apply to this subscription.

Total	$53,672.40

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name: **Susan Harkin** Authorized Signature: Susan Harkin

Title: **COO** Date: A3BB358670FE4AD718B86C5B0A2FAD86 contractworks

*Please include any applicable tax exemption certificates for the school/district along with your order. **04/28/2021**

Remit to: BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax: 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

Community Unit School District 300
and Brain Pop
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between Community Unit School District 300 (the "School District") and BrainPOP LLC (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the Terms of Use and Privacy Policy as posted on www.brainpop.com, as updated from time to time (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement only as it applies to the subscription. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect. All other terms of the Agreement shall apply.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.
- School District Data shall not include de-identified or anonymous and aggregate information

2. Services and Data Provided

2.1 *Nature of Products or Services Provided.* The Company has agreed to provide the following products and/or services to the School District: BrainPOP, BrainPOP Jr, BrainPOP ELL, BrainPOP Francais, and/or BrainPOP Espanol

[Complete Appendix A.]

2.2 *School District Data Provided*. To allow the Company to provide the products and/or services described in *Section 2.1*, the School District will provide Student Data to the Company as identified in Exibit "B".

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum necessary data for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq*.

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intellectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District or be made available at all times through the administrator dashboard. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutorily or court ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.*, requests regarding student records under FERPA or ISSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data*. The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.3.1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official"). The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional service or function for which the school would otherwise use employees and is under the direct control of the school with respect to the use and maintenance of the School District Data. The Company agrees that it will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by the Agreement, FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court

order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District. Notwithstanding the foregoing, Company may provide Student District Data to business affiliaties, partners and third party service providers ("Third Party Provider") who work for Company and operate some of its functionalities. Company may use teacher email address to send product updates and use recommendations, password recovery information, effectiveness and efficacy data, invitations to participate in surveys and research and more. An unsubscribe option is included in promotional messagings. Company shall prohibit the Third Party Provider from using any Student District Data for any purpose other than providing the contracted service to or on behalf of BrainPOP and the School District, and from disclosing any School District Data with subsequent third parties. Company shall further require the Third Party Provider to implement and maintain reasonable security procedures and practices.

4.3.2 PPRA Requirements. With respect to the Company's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purpose.

4.3.3 COPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and for the school system, and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.3.4 Company will retain, use and share anonymous or aggregate and de-identified information for lawfully permissible purposes, including developing and improving educational products and services, educational research purposes, evaluating, informing and demonstrating the effectiveness and efficacy of Company's products and services.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data and that those individuals and classes of individuals will be familiar with and bound by Company's policies and relevant law. The Company shall be responsible for the legal compliance of each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take reasonable administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentiality, and integrity of School District Data. The Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage and/or transmission.

5.1.1 *Security Procedures and Practices.* The Company agrees that at it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that are consistent with industry standards and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. 164.312.

5.1.2 *Storage of Data.* The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 *Audit of Safeguards.* The Company shall maintain complete and accurate records of its security measures for School District Data and produce third party audit reports s to the School Districtupon reasonable request. School District's right to audit is limited to no more than once per year and applies only to financial books, records and documents directly related to the School District.

5.1.4 *Reasonable Methods.* The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered information, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document. Company shall notify School Distict of any material changes 30 days prior of such matieral change. School District can terminate the subscription and wil receive a pro-rated refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. Access by students or parents/guardians to the Company's programs or services governed by this Addendum and District's subscription or to any School District Data stored by the Company shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Within 30 days of the expiration of the term of the applicable subscription, upon the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed for purposes of the Agreement, or upon the School District's request, the Company shall delete the School District Data. District is in full control over the School District Data at all times through the administrator dashboard. Prior to the end of the subscription, District can export or delete the School District Data at any time. Once deleted by the School District, the Schol District Data will be purged from Company's servers within 2 weeks. If the School District Data is not deleted by District, it will be deleted by Company within 3 months following the termination or expiration of the subscription. . The Company agrees to send a written certificate that the data was properly destroyed or returned. Such certificate shall be delivered within 30 days of the date of the event triggering return/destruction (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School

District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. T

5.4 *Authorizations*. N/A

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the security, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5.1 In the event of a data breach, the Company agrees to the following: (1) notify the School District by telephone and email within the most expedient time reasonably possible and without unreasonable delay, but no later than 72 hours after the determination that an actual breach has occurred; (2) *a*t the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation,and review of all relevant records directly related to the School District; (4) provide the School District within the most expedient time possible and without unreasonable delay, and in no case later than thirty (30) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the breach; a description of the covered information that was compromised or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. Company will not directly notify parents or students. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all direct costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach, including but not limited to reimbursement of reasonable costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; reasonablelegal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications, legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreement and this Addendum and explicitly authorized in writing by the District;

6.1.2 Use information, including persistent unique identifiers of students, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.3 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

Service Levels. The Company's products or services are provided 24 hours per day, 7 days per week.

7.1 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.2 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage directly caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum. The indemnities set forth herein shall be limited to the amounts covered by insurance andsubject to the following: School District shall provide Company with (a) prompt written notice of such claim; (b) the right to solely control and direct the investigation, preparation, defense and settlement thereof, and (c) reasonable assistance and information.

7.3 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.3.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.3.2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.3.3 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.3.4 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of $1,000,000 Each Accident; $1,000,000 Disease – Each Employee; $1,000,000 – Policy Limit; and

7.3.5 Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five Million Dollars ($5,000,000) general aggregate.

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.4 *Infringement.* The Company warrants to the best of its knowledge that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark, trade secret or other proprietary right of a third party. The indemnities set forth herein shall be limited to the amounts covered by insurance and subject to the following: School District shall provide Company with (a) prompt written notice of such claim; (b) the right to solely control and direct the investigation, preparation, defense and settlement thereof, and (c) reasonable assistance and information. If the School District's use of the Company's

products is restricted as the result of a claim of infringement, the Company shall provide a pro-rated refund of any prepaid fees to the School District and terminate the School District's license to use the Company's product.

7.5 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District. Except for the liability for claims related to Company's indemnification obligations under this Addendum, in no event shall Company's total maximum aggregate liability under these terms exceed the amount actually paid, if any, to Company, by the injured party. Further, any provisions requiring the School District to release its class action rights is deleted.

7.6 *Mutual Limitation of Liability.* Neither party will be liable for breach-of-contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.7 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.8 *Payments*. The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.9 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.10 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.11 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum. Only if the School District agrees to such redaction prior to the

execution of the Agreement and this Addendum shall the redaction be made prior to publication.

7.12 *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties. Company may seek injunctive or other equitable relief to protect its intellectual property rights in any court of competent jurisdiction.

7.13 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.14 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum. In addition, the School District may terminate this Agreement at any time without cause after providing the Company with 90 days written notice.

7.15 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.16 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. "*Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

BrainPOP, BrainPOP Jr, BrainPOP ELL, BrainPOP Espanol, BrainPOP Francais

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

Category of Data	Elements	Check if Used by Your System
lication Technology a Data	IP Addresses of users, Use of cookies, etc.	☒
	Other application technology meta data-Please specify:	☐
lication Use Statistics	Meta data on user interaction with application	☐
essment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
ndance	Student school (daily) attendance data	☐
	Student class attendance data	☐
mmunications	Online communications captured (emails, blog entries)	☐
nduct	Conduct or behavioral data	☐
mographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, or primary language spoken by student)	☐
	Other demographic information-Please specify:	☐
ollment	Student school enrollment	☐
	Student grade level	☐
	Homeroom	☒
	Guidance counselor	☐

	Specific curriculum programs	☐
	Year of graduation	☒
	Other enrollment information-Please specify:	☐
ent/Guardian Contact rmation	Address	☐
	Email	☐
	Phone	☐
ent/Guardian ID	Parent ID number (created to link parents to students)	☐
ent/Guardian Name	First and/or Last	☐
edule	Student scheduled courses	☐
	Teacher names	☒
cial Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
dent Contact rmation	Address	☐
	Email	☐
	Phone	☐
dent Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☒

	Student app passwords	☒
dent Name	First and/or Last	☒
dent in App formance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
dent Program mbership	Academic or extracurricular activities a student may belong to or participate in	☐
dent Survey sponses	Student responses to surveys or questionnaires	☐
dent work	Student generated content; writing, pictures, etc.	☐
	Other student work data-Please specify:	☒
nscript	Student course grades	☐
	Student course data	☐
	Student course grades/performance scores	☐
	Other transcript data-Please specify	☐
nsportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐
er	Please list each additional data element used, stored, or collected by your application:	☐

ne	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable.	☐

OTHER:

What Type Of Information Do We Collect And Why?

Education Product Subscribers:

Information collected during the subscription process: During the registration process for any of our subscriptions, we ask the subscriber to provide us with a name, email address, school or district affiliation (when applicable), phone number, and billing information. We may also ask you to provide username and password. We use the information to create and service the account, fulfill the subscription and send you service-related announcements. For instance, we may send emails about routine maintenance, new feature launches or product recommendations related to your subscription. We may also use this contact information to request feedback on our products and services, to inform future customer service and product improvements. If you are registering for a free trial, we will use the information to create a free trial account and to send occasional promotional emails and other marketing campaigns. You may opt out of promotional email messaging at any time as described in the Opt Out section below.

BrainPOP At Schools:

Whether engaging with BrainPOP through a free trial or a paid subscription, schools or districts are required to appoint an administrator ("Administrator"), who is authorized by the school or the district to be responsible for the Students Records.

Each school or district Administrator has access to a dashboard that allows them to create, update, review, modify and delete individual accounts, and monitor logins within the individual accounts.

To create the teacher accounts, we require a full name, email address, class name, and a password security question. We also use the email address to send product updates and use recommendations, password recovery information, effectiveness and efficacy data, invitations to

participate in surveys and research and more (messaging may not be available in all jurisdictions). An unsubscribe option is included in promotional messaging.

If a school or district uses and accesses individual accounts through any of the single sign on services that we support, we collect the information we use for the individual accounts function from the third party integrated service.

Students:

Students accounts can be created by the school, the district, or by the teachers, or the teacher can invite the students to create the accounts using a class code provided by the teacher. We collect students' full name, class, graduation year/grade, username, password and security question(s). Students will be able to store their activities, quizzes, movies and other projects they've created and correspondences with their teachers within their individual accounts. We collect student's voice-recording if they use the recording feature in Make-a-Movie®.

For more information please see https://www.brainpop.com/about/privacy_policy/

DISTRICT 300

BrainPOP LLC	**Community Unit School District 300**
H. Scott Kirkpatrick Jr.	Susan Harkin A3BB358670FE4AD718B86C5B0A2FAD86 contractworks.
Signature	Signature
H Scott Kirkpatrick JR	
Name	Susan Harkin
CEO	
Title	Chief Operating Officer
3/2/2021	04/28/2021
Date	Date

2880122.2

Quote

Date	Quote #
02/16/2022	US5191972147R

Payment Status
Open

Bill To Attention

Accounts Payable
Community Unit School District #300
2550 Hamish Drive
Algonquin IL 60102
United States

Username	E-mail
	anne.pasco@d300.org

Item	Type	Qty	Description		Rate	Amount
School Combo 24/7	Renewal	21	Unlimited 12-month access to over one thousand standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP and BrainPOP Jr. Also includes access to BrainPOP Espanol and Francais.		3,515.00	73,815.00
Multi-Site Discount (21-30)			20% discount for an order of 21-30 schools.	%	-20.00	-14,763.00
Manager Discount 2022			Special one-time discount approved by the Sales Team Manager, not eligible upon renewal	%	-18.00	-13,286.70
Reference		1	Subscriptions for the following schools: 1. Algonquin Lakes Elementary 2. Dundee Elementary 3. Eastview Elementary 4. Gary D Wright 5. Gilberts Elementary 6. Golfview Elementary 7. Hampshire Elementary 8. Kenneth E. Elementary 9. Lake In The Hills 10. Lakewood 11. Liberty Elementary 12. Lincoln Prairie 13. Meadowdale Elementary 14. Oak Ridge 15. Parkview Elementary 16. Perry Elementary 17. Sleepy Hollow Elementary 18. Westfield Community 19. Jacob HS 20. Hampshire HS 21. Dundee HS			

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name:_____ Authorized Signature:_____

Title:_____ Date:_____

*Please include any applicable tax exemption certificates for the school/district along with your order.

Remit to: BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax: 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

Quote

Date	Quote #
02/16/2022	US5191972147R

Item	Type	Qty	Description	Rate	Amount
School Combo 24/7	Renewal	4	Unlimited 12-month access to over one thousand standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP and BrainPOP Jr. Also includes access to BrainPOP Espanol and Francais.	3,515.00	14,060.00
Multi-Site Discount (21-30)			20% discount for an order of 21-30 schools. %	-20.00	-2,812.00
Manager Discount 2022			Special one-time discount approved by the Sales Team Manager, not eligible upon renewal %	-15.00	-2,109.00
Reference	Renewal	1	Subscriptions for the following schools: 1. Algonquin MS 2. Carpentersville MS 3. Dundee MS 4. Hampshire MS BrainPOP ESP + FRA to be included in the 4 middle schools		
School Combo 24/7		1	Unlimited 12-month access to over one thousand standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP and BrainPOP Jr. Also includes access to BrainPOP Español and Français.	3,515.00	3,515.00
Multi-Site Discount (21-30)			20% discount for an order of 21-30 schools. %	-20.00	-703.00
Manager Discount 2022			Special one-time discount approved by the Sales Team Manager, not eligible upon renewal %	-18.00	-632.70
Reference		1	New Elementary School, please confirm name		
School JR 24/7	Renewal	1	Unlimited 12-month access to hundreds of standards-aligned topics to build background and deepen learning across your curriculum, SEL-themed topics, and embedded creative and computational projects on BrainPOP Jr.	2,155.00	2,155.00
Discount for Complimentary Access			% Complimentary Access for Delacey Family Education Center	-100.00	-2,155.00
School ELL	Renewal	1	Unlimited 12-month access to all WIDA-aligned BrainPOP ELL lessons to build language skills.	1,295.00	1,295.00
Multi-Product Discount			25% multi-product discount. Valid on BrainPOP ELL and BrainPOP Science when purchased in conjunction with a BrainPOP, BrainPOP Jr., or Combo subscription. %	-25.00	-323.75
Multi-Site Discount (11-20)			15% discount for an order of 11to 20 schools. %	-15.00	-194.25
Reference		1	ELL access for Golfview Elementary		

Quote valid for 90 days. All amounts listed are in USD. This subscription is governed by the Terms of Use and Privacy Policy posted on www.brainpop.com, as amended from time to time. By accepting this quote, you agree to these terms. Changes/modifications to the terms must be approved and signed by an authorized representative of BrainPOP. Terms and conditions submitted with any Purchase Order shall not apply to this subscription.

Total	$57,860.60

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name:_____ Authorized Signature:_____

Title:_____ Date:_____

*Please include any applicable tax exemption certificates for the school/district along with your order.

Remit to: BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax: 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

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

March 13, 2023

Kevin Sawyer
EBSCO
10 Estes St.
Ipswich, MA 01938

Via email: kevin.sawyer@ebsco.com

Contract Renewal: EBSCO Package

Dear Mr. Kevin Sawyer,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of our contract with EBSCO. The original contract was dated April 28, 2021. District 300 would like to extend the current contract referencing the subscriptions noted on the attached order number WSR779770, dated 3/10/2023. The total value of this contract extension is $9,184.00 for July 1, 2023 to June 30, 2024.

If your firm agrees to maintain the master agreement terms, the Student Data Privacy Addendum, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Monday, March 20, 2023. If you have any questions, please call 847-551-8460.

Sincerely,
Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **2023-03-15**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Kevin Sawyer
6FF7B39217D10E99E2BB734DE5874786 contractworks. **2023-03-15**
Service Provider

Kevin Sawyer **Account Representative**

Product Order Form

CustID:	s9480221
OrderID:	WSR779770
Date:	03/10/2023

10 Estes Street
P.O. Box 682
Ipswich, MA 01938
USA
www.ebsco.com

(978) 356-6500
(800) 653-2726
Fax: (978) 356-5640
information@epnet.com

Purchasing Customer
COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL, 60102
USA

Billing Address
COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL, 60102
USA

Contact:
Traci Magsamen
traci.magsamen@d300.org

Your invoice will be sent to:
Traci Magsamen
traci.magsamen@d300.org

Product Name	Begin Date	Expire Date	Price
EBSCO Package			$9,184.00
Middle Online Package : HOST	07/01/2023	06/30/2024	
Primary Online Package : HOST	07/01/2023	06/30/2024	
Ultra Online Package: K-12	07/01/2023	06/30/2024	
Advanced Placement Source	07/01/2023	06/30/2024	
MAS Reference eBook Subscription	07/01/2023	06/30/2024	
Middle Search Reference eBook Subscription	07/01/2023	06/30/2024	
Primary Search Reference eBook Subscription	07/01/2023	06/30/2024	

Total: $9,184.00
The above excludes all applicable tax
Currency: US Dollar

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

Terms and Conditions
Customer agrees to terms and conditions of the appropriate license agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement.

Authorized Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Please sign, scan and email this form to: KEVIN SAWYER at kevin.sawyer@ebsco.com

Thank you for your business!

If unable to scan, please fax to: 978-356-5640

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

March 18, 2022

Kevin Sawyer
EBSCO
10 Estes St.
Ipswich, MA 01938

Via email: kevin.sawyer@ebsco.com

Contract Renewal: EBSCO Package

Dear Mr. Kevin Sawyer,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with EBSCO for EBSCO Package for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,
Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks. **03/21/2022**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Kevin Sawyer
6FF7B39217D10E99E2BB734DE5874786 contractworks. **03/21/2022**
Service Provider

Kevin Sawyer **Account Representative**

Product Order Form

CustID:	s9480221
OrderID:	WSR594896
Date:	03/19/2021

10 Estes Street
P.O. Box 682
Ipswich, MA 01938
USA
www.ebsco.com

(978) 356-6500
(800) 653-2726
Fax: (978) 356-5640
information@epnet.com

Purchasing Customer
COMMUNITY UNIT SD 300
2550 HARNISH DRIVE
ALGONQUIN, IL, 60102
USA

Billing Address
COMMUNITY UNIT SCHOOL DIST 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL, 60102
USA

Contact:
Traci Magsamen
traci.magsamen@d300.org

Your invoice will be sent to:
Traci Magsamen
traci.magsamen@d300.org

Product Name	Begin Date	Expire Date	Price
EBSCO Package			$8,489.00
Advanced Placement Source	07/01/2021	06/30/2022	
Primary Online Package : HOST	07/01/2021	06/30/2022	
Primary Search Reference eBook Subscription	07/01/2021	06/30/2022	
Middle Online Package : HOST	07/01/2021	06/30/2022	
Ultra Online Package: K-12	07/01/2021	06/30/2022	
Middle Search Reference eBook Subscription	07/01/2021	06/30/2022	
MAS Reference eBook Subscription	07/01/2021	06/30/2022	

Total: $8,489.00
The above excludes all applicable tax
Currency: US Dollar

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

Terms and Conditions
Customer agrees to terms and conditions of the appropriate license agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement.

Authorized Signature: Susan Harkin A3BB358670FE4AD718B86C5B0A2FAD86 contractworks **Date:** 04/28/2021

Print Name: Susan Harkin **Title:** Chief Operating Officer

Please sign, scan and email this form to: KEVIN SAWYER at kevin.sawyer@ebsco.com

Thank you for your business!

If unable to scan, please fax to: 978-356-5640

DISTRICT 300

Community Unit School District 300
and EBSCO
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between **Community Unit School District 300** (the "School District") and **EBSCO** (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the attached agreement between the Parties and all current and supplemental terms and conditions, order forms, policies, practices, procedures, and/or other documentation relating to the attached agreement, which include without limitation, the EBSCO Product Order Form, the EBSCO License Agreement, including attachments, and the Library eContent Agreement (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.

2. Services and Data Provided

2.1 *Nature of Products or Services Provided.* The Company has agreed to provide the following products and/or services to the School District:

[Complete Appendix A.]

2.2 *School District Data Provided*. To allow the Company to provide the products and/or services described in *Section 2.1*, the School District will provide Student Data to the Company as identified in Exibit "B".

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum necessary data for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq*.

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intellectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutorily or court ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.*, requests regarding student records under FERPA or ISSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data*. The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.3.1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official"). The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional

service or function for which the school would otherwise use employees and is under the direct control of the school with respect to the use and maintenance of the School District Data. The Company agrees that it will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District.

4.3.2 PPRA Requirements. With respect to the Company's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purposeCOPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and for the school system, and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data and that those individuals and classes of individuals will be familiar with and bound by this Addendum and relevant law. The Company shall cause each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement to comply with all legal requirements applicable to the School District Data, including but not limited to those outlined in this Agreement and under relevant law.

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take appropriate administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentiality, and integrity of School District Data. The Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage and/or transmission.

5.1.1 *Security Procedures and Practices.* The Company agrees that it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that align with the U.S. Department of Commerce's National Institute of Standards and Technology's Framework for Improving Critical Infrastructure Cybersecurity Version 1.1. and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. 164.312.

5.1.2 *Storage of Data.* The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 *Audit of Safeguards.* The Company shall maintain complete and accurate records of its security measures for School District Data and, upon reasonable request, not to exceed once annually, produce such records to the School District for purposes of audit upon reasonable prior notice during normal business hours. .

5.1.4 *Reasonable Methods.* The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law. The School District reserves the right to audit such measures upon reasonable prior notice during business hours.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered information, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document. Any material changes the Company may implement with respect to its privacy policies or terms of use documents shall be ineffective and inapplicable with respect to the School District and/or School District Data unless the School District affirmatively consents in writing to be bound by such changes. Access by students or parents/guardians to the Company's programs or services governed by the Agreement and this Addendum or to any School District Data stored by the Company shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Upon written request, whether upon expiration of the term of the Agreement, upon the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed

for purposes of the Agreement, or otherwise upon the School District's request, the Company covenants and agrees that it shall timely return to the School District all School District Data in the Company's possession and control. If return of the data is not feasible or if the School District agrees, then the Company shall destroy the data. The Company agrees to send a written certificate that the data was properly destroyed or returned. Such certificate shall be delivered within 30 days of receipt of written request triggering return/destruction (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. The only exception to the requirements of this *Section 5.3* is if the Company has express written consent from a student's parent or legal guardian consenting to the maintenance of the covered information. In such case, the Company agrees to send with or in lieu of the written certificate required by this *Section 5.3* written evidence of parental/guardian consent for any data maintained.

5.4 *Authorizations*. The Company agrees to secure individual School District or parent/guardian written authorizations to maintain or use the School District Data in any manner beyond the scope of or after the termination of the Agreement.

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the security, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5.1 In the event of a data breach, the Company agrees to the following: (1) notify the School District by telephone and email within the most expedient time possible and without unreasonable delay, but no later than 72 hours after the determination that a breach has occurred; (2) *a*t the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation, including interviews with Company employees and review of all relevant records; (4) provide the School District within the most expedient time possible and without unreasonable delay, and in no case later than fifteen (15) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the breach; a description of the covered information that was compromised or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact

at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach, including but not limited to reimbursement of costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; fees paid to provide credit monitoring to impacted individuals; legal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications, legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreement and this Addendum and explicitly authorized in writing by the District;

6.1.2 Except as otherwise provided herein, use information, including persistent unique identifiers, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. Notwithstanding the above, the Company may retain aggregated, anonymized data solely to improve products over time. Any retained data is not personally identifiable, securely protected and is not sold or shared with any third party, unless required by law.

6.1.3 "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.4 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its

successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

7.1 *Service Levels.* The Company's products or services are provided 24 hours per day, 7 days per week. The Company shall ensure 99.9% up-time, Monday through Friday between 6 a.m. and 6 p.m. US Central Time ("Up-time"), excluding any planned maintenance. This equates to no more than 8.76 hours per year of unplanned Downtime. In the event that the Service exceeds 8.76 hours of unavailability, any subsequent incident of unplanned downtime per day would result in EBSCO extending the customer's subscription by one day per incident. No more than one day of subscription extension would be granted for any amount of Downtime incurred in a 24-hour period..

7.2 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.3 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum.

7.4 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.4.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.4.2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.4.3 Automobile liability Insurance with a combined single limit of One Million Dollars ($1,000,000) (only required if Contractor will be on-site);

7.4.4 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.4.5 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of $1,000,000 Each Accident; $1,000,000 Disease – Each Employee; $1,000,000 – Policy Limit; and

7.4.6 Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five Million Dollars ($5,000,000) general aggregate.

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All applicable policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.5 *Infringement.* The Company warrants that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark,

trade secret or other proprietary right of a third party. If the School District's use of the Company's products is restricted as the result of a claim of infringement, the Company shall do one of the following: (i) substitute another equally suitable product or service; (ii) modify the allegedly infringing Company product or service to avoid the infringement; (iii) procure for the School District the right to continue to use the Company product or service free of the restrictions caused by the infringement; or (iv) take back such Company product or service and refund to the School District the fees previously paid for the Company's product or service depreciated on a straight line basis over 12 months and terminate the School District's license to use the Company's product.

7.6 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District. Any provision in the Agreement, except for Section 7.8 of this Addendum, that limits the Company's liability, requires the School District to release the Company for claims the School District may have against the Company is deleted. Further, any provisions requiring the School District to release its class action rights is deleted.

7.7 *Mutual Limitation of Liability.* Neither party will be liable for breach-of-contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.8 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.9 *Payments*. The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.10 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.11 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.12 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum. Only if the School District agrees to such redaction prior to the execution of the Agreement and this Addendum shall the redaction be made prior to publication. *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties.

7.13 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.14 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum, and the Company has failed to cure the alleged breach within thirty (30) days.

7.15 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.16 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. "*Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

1. Ultra Online Package - Consisting of six databases, this package offers a superior collection of full-text reference resources for secondary schools. The databases are designed to promote both student and educator success.

2. Middle Online Package - Consisting of six databases, this collection offers the most complete collection of full-text reference resources available for middle schools. The databases are designed to promote both student and educator success.

3. Primary Online Package – Consisting of four databases, help students and educators achieve success with EBSCO's *Primary Online Package*, the most complete collection of full-text reference resources for elementary schools.

4. Advanced Placement Source - *Advanced Placement Source* is a database designed for high school students enrolled in various Advanced Placement (AP) and International Baccalaureate (IB) courses. Offering a world of knowledge for students seeking academic excellence, it contains thousands of full-text journals and magazines, plus over a million photos, maps and flags.

DISTRICT 300

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	☒
	Other application technology meta data-Please specify:	☐
Application Use Statistics	Meta data on user interaction with application Data deidentified. Journal / Title level information only in compliance with COUNTER5 Standard (ProjectCounter.Org)	☒
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, blog entries)	☐
Conduct	Conduct or behavioral data	☐
Demographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, or primary language spoken by student)	☐
	Other demographic information-Please specify:	☐
Enrollment	Student school enrollment	☒

	Student grade level	☐
	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum programs	☒
	Year of graduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
Student Contact Information	Address	☐
	Email (over 13 years old)	☒

	Phone	☐
Student Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assigned student ID number	☒
	Student app username	☒
	Student app passwords	☐
Student Name	First and/or Last	☐
Student in App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writing, pictures, etc.	☒
	Other student work data-Please specify:	☐
Transcript	Student course grades	☐
	Student course data	☐
	Student course grades/performance scores	☐
	Other transcript data-Please specify	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐

Other	Please list each additional data element used, stored, or collected by your application:	☐

None	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable.	☐

DISTRICT 300

EBSCO	**Community Unit School District 300**
Alex Saltzman 98C0411BEDFF8C90CB8C6AF4C262E6B9 contractworks.	Susan Harkin A3BB358670FE4AD718B86C5B0A2FAD86 contractworks.
Signature	Signature
Alex Saltzman	
Name	Susan Harkin
SVP Sales	
Title	Chief Operating Officer
05/04/2021	**04/28/2021**
Date	Date

Product Order Form

CustID:	s9480221
OrderID:	WSR685899
Date:	02/07/2022

10 Estes Street
P.O. Box 682
Ipswich, MA 01938
USA
www.ebsco.com

(978) 356-6500
(800) 653-2726
Fax: (978) 356-5640
information@epnet.com

Purchasing Customer
COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL, 60102
USA

Billing Address
COMMUNITY UNIT SCHOOL DIST 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL, 60102
USA

Contact:
Traci Magsamen
traci.magsamen@d300.org

Your invoice will be sent to:
Traci Magsamen
traci.magsamen@d300.org

Product Name	Begin Date	Expire Date	Price
EBSCO Package			$8,917.00
Advanced Placement Source	07/01/2022	06/30/2023	
Primary Search Reference eBook Subscription	07/01/2022	06/30/2023	
Primary Online Package : HOST	07/01/2022	06/30/2023	
Middle Online Package : HOST	07/01/2022	06/30/2023	
Ultra Online Package: K-12	07/01/2022	06/30/2023	
Middle Search Reference eBook Subscription	07/01/2022	06/30/2023	
MAS Reference eBook Subscription	07/01/2022	06/30/2023	

Total: $8,917.00
The above excludes all applicable tax
Currency: US Dollar

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

Terms and Conditions
Customer agrees to terms and conditions of the appropriate license agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement.

Authorized Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Please sign, scan and email this form to: KEVIN SAWYER at kevin.sawyer@ebsco.com

Thank you for your business!

If unable to scan, please fax to: 978-356-5640

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

March 13, 2023

Libby Hobbs
Liminex, Inc. dba GoGuardian
2030 E. Maple Ave.
El Segundo, CA 90245

Via email: lhobbs@goguardian.com

Contract Renewal: Pear Deck

Dear Ms. Hobbs,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of Pear Deck subscription with GoGuardian. The original contract was dated May 19, 2021. District 300 would like to extend the current contract referencing the subscriptions noted on the attached quote number Q-270192, dated 2/22/2023. The total value of this contract extension is $34,250.16 for July 1, 2023 to June 30, 2024.

If your firm agrees to maintain the master agreement terms, the Student Data Privacy Addendum, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Monday, March 20, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-15**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Libby Hobbs
968548605486566656AA621901BE9C85 contractworks **2023-03-20**
Service Provider

Libby Hobbs **3/20/2023**

ORDER FORM

QUOTE # Q-270192
DATE 2/22/2023
EXPIRATION DATE 6/30/2023

Bill To
Community Unit School District 300 - Algonquin, IL
2550 Harnish Dr
Algonquin, Illinois 60102
United States

Ship To
Anne Pasco
Community Unit School District 300 - Algonquin, IL
2550 Harnish Dr
Algonquin, Illinois 60102-6870
United States
anne.pasco@d300.org

GoGuardian
Liminex, Inc. dba GoGuardian
2030 E Maple Avenue
El Segundo, California 90245
United States

Thank you for your interest in our products! This order form ("**Order Form**") identifies the GoGuardian products you have selected for subscription ("**Licensed Product(s)**"), the term of your initial subscription(s) to the Licensed Product(s) ("**Initial Term**"), the number of licenses included in your base subscription(s) ("**Licenses**"), as well as the fees associated with your base subscription(s), any Licenses you add to your subscription(s) during the Initial Term, and support and professional services related to the Licensed Product(s).

This Order Form, once executed by authorized representatives of Liminex, Inc. dba GoGuardian ("**GoGuardian**") on behalf of itself and its family of company Affiliates including Pear Deck, Inc. ("**Pear Deck**") and Edulastic (formally - Snapwiz, Inc. doing business as Edulastic, "**Edulastic**") and the organization listed below ("**School**," "**you**" or "**your**"), and together with the Liminex Product Terms of Service and End User License Agreement available at https://www.goguardian.com/policies/eula (for Liminex), https://www.peardeck.com/terms-of-service (for Pear Deck), or http://edulastic.com/terms-of-service(for Edulastic) (the "Terms" and, together with this Order Form, the "Agreement"), forms a binding contract. All capitalized terms not defined in this Order Form have the meaning given to them in the Terms. In the event of any conflict between this Order Form and the Terms, the terms set forth in this Order Form will prevail, but solely with respect to this Order Form.

QTY	PART #	DESCRIPTION	START DATE	END DATE	UNIT PRICE	EXTENDED
20,387	GG-PRD1Y-010000	Pear Deck Subscription with LMS Access	7/1/2023	6/30/2024	$1.68	$34,250.16
					TOTAL (USD):	$34,250.16

Add-on Licenses. If during the Initial Term or during any Renewal Term, you would like to expand your base subscription(s) to include additional Licenses, please contact GoGuardian so that we can send you an additional Order Form for those 'add-on' Licenses ("**Add-Ons**"). If we do not hear from you and you deploy additional Licenses, we will send you an Order Form and invoice your Organization for subscriptions to the Add-Ons you use. Add-Ons, once deployed, will be rolled into your base subscription, and, collectively, are referred to as the "**Subscription**."

PAYMENT

Full payment of the Total Base Subscription Fees for Initial Term is required before access to the Subscription is provided for the Initial Term. Your Organization is responsible for all payment of fees associated with any Add-Ons. Payment for all fees, including any fees for Add-Ons, is due within thirty (30) days of invoice date. Payment of the applicable Total Base Subscription Fees (including fees for any Add-Ons) for each Renewal Term is also due up front in full in advance of each Renewal Term, Your School is responsible for all taxes and duties unless expressly included in this Order Form.

Signature: _____

Name: _____

Title: _____

ORDER FORM



QUOTE #	Q-270192
DATE	2/22/2023
EXPIRATION DATE	6/30/2023

Email: _____

Accounts Payable Name: _____

Accounts Payable Email: _____

PO Number (Optional): _____

Additional Notes (requests for delayed invoicing, etc.): _____

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

March 18, 2022

Libby Hobbs
Pear Deck
2030 E. Maple Ave.
El Segundo, CA 90245

Via email: lhobbs@goguardian.com

Contract Renewal: Pear Deck

Dear Ms. Hobbs,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with Pear Deck for Pear Deck District-Wide Premium Service for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

District 300 kindly requests your return of acceptance as the Board of Education awarded your contract on Tuesday, April 26, 2022.

Sincerely,

Diane C White

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

ST

Shantal Tea, Manager on behalf of Libby Hobbs

Service Provider

ORDER FORM

QUOTE # Q-191714
DATE 2/3/2022
EXPIRATION DATE 7/30/2022

Bill To
Community Unit School District 300 - Algonquin, IL
2550 Harnish Dr
Algonquin, Illinois 60102
United States

Ship To
Anne Pasco
Community Unit School District 300 - Algonquin, IL
2550 Harnish Dr
Algonquin, Illinois 60102-6870
United States
anne.pasco@d300.org

PearDeck, Inc.
2030 E. Maple Ave
El Segundo, CA 90245
United States

Founded by educators, Pear Deck is a platform for engaging every student, every day. Our mission and methods are backed by our experience in the classroom and our understanding of how schools and districts use technology. Pear Deck makes it easy for your teachers to connect with students and deliver powerful learning moments with formative assessments and interactive questions that let them see, in real time, how every student in the class is doing.

DESCRIPTION	Start Date	End Date	Discount	Line Total
Pear Deck Subscription	7/1/2022	6/30/2023	0%	$32,100.00
			TOTAL (USD):	$32,100.00

Terms and Conditions

Terms By signing below, the undersigned agrees to be bound by the Pear Deck Terms of Service ("Terms of Service") which are incorporated by this reference herein. Current versions of the Terms of Service are located here. The Terms of Service contain certain terms and conditions not set forth in this Order Form. Pear Deck's rights and responsibilities, and your rights and responsibilities, are as set forth in this Order Form and in the Terms of Service.

AUTHORITY

The undersigned represents and warrants that the undersigned has full power and authority to execute this Order Form and to bind the above-referenced school, district, or organization, as the case may be, to the terms of this Order Form and the Terms of Service.

SALES TAX EXEMPT

My school, district, or organization is exempt from my state's sales tax.

ORDER FORM

QUOTE # Q-191714
DATE 2/3/2022
EXPIRATION DATE 7/30/2022

Next Step

Name : _____

Signature : _____

Date : _____

PO (optional) : _____

Please send the signed quote to Libby Hobbs at lhobbs@goguardian.com

FOR FOLLOW-UP QUESTIONS

Please contact our Finance Team at finance@peardeck.com

PRIVACY

Our Policy is HERE. If you have a custom Privacy Rider, please send to Privacy@peardeck.com

W9 Form: https://goo.gl/CcVw9m

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Pear Deck Quote

Founded by educators, Pear Deck is a platform for engaging every student, every day. Our mission and methods are backed by our experience in the classroom and our understanding of how schools and districts use technology. Pear Deck makes it easy for your teachers to connect with students and deliver powerful learning moments with formative assessments and interactive questions that let them see, in real time, how every student in the class is doing.

Quote Details

Quote 00005063

Prepared for:
Community Unit School District 300 (IL)

Expiration Date:

Primary School Google/Microsoft Domain: d300.org
Primary Contact: Anne Pasco, anne.pasco@d300.org
Billing Contact: Accounts Payable, accounts.payable@d300.org

Service Length:
Start: Jul 1 2021 **End:** Jun 30 2022

Product	Description	Total Price
District-Wide Premium Service	Pear Deck Premium subscription through June 30, 2022	$ 29,960.00
Total		**$29,960.00**

Terms and Conditions

Terms
Terms By signing below, the undersigned agrees to be bound by the Pear Deck Terms of Service ("Terms of Service") which are incorporated by this reference herein. Current versions of the Terms of Service are located at https://goo.gl/DZzJTz. The Terms of Service contain certain terms and conditions not set forth in this Order Form. Pear Deck's rights and responsibilities, and your rights and responsibilities, are as set forth in this Order Form and in the Terms of Service.

Authority
The undersigned represents and warrants that the undersigned has full power and authority to execute this Order Form and to bind the above-referenced school, district, or organization, as the case may be, to the terms of this Order Form and the Terms of Service.

Invoices
At the election of the undersigned, invoices shall be sent on either a monthly or annual basis. Invoices shall be payable within 30 days of the Invoice date, and are considered late after that date. Late invoices incur a fee of 2% (or the highest rate permitted by law, if less) and Pear Deck services may be disabled after 60 days of non-payment.

Sales Tax Exempt
My school, district, or organization is exempt from my state's sales tax.

Automatic Renewal
Pear Deck will automatically send me an invoice 1 month before my renewal date with a cap on fee increases of no more than 7% per year. Renewal may be cancelled anytime with 60 days notice to Pear Deck.

Name Susan Harkin, Chief Operating Officer

Signature Susan Harkin
A3BB358670FE4AD718B86C5B0A2FAD86 contractworks

Date 05/19/2021

PO (optional)

Next Step

Please send the signed quote to Annika Pettitt at annika@peardeck.com
FOR FOLLOW-UP QUESTIONS: Please contact our Finance Team at finance@peardeck.com

ADDRESS
Pear Deck, Inc 308 E Burlington St #303, Iowa City, IA 52240-1602 Phone: (319) 209-5165 2018

PRIVACY
Our Policy is HERE. If you have a custom Privacy Rider, please send to Privacy@peardeck.com
W9 Form: https://goo.gl/CcVw9m

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 peardeck.com
 hello@peardeck.com
 youtube.com/peardeck
 twitter.com/peardeck
 facebook.com/peardeck

Standard Student Data Privacy Agreement

IL-NDPA Standard
Version 1.0

Community Unit School District 300

and

Pear Deck, Inc.

This Student Data Privacy Agreement ("**DPA**") is entered into on the date of full execution (the "**Effective Date**") and is entered into by and between: Community Unit School District 300, located at 2550 Harnish Drive Algonquin, IL 60102 (the "**Local Education Agency**" or "**LEA**") and Pear Deck, Inc., located at 2030 E. Maple Ave., El Segundo, CA 90245 (the "**Provider**").

WHEREAS, the Provider is providing educational or digital services to LEA.

WHEREAS, the Provider and LEA recognize the need to protect personally identifiable student information and other regulated data exchanged between them as required by applicable laws and regulations, such as the Family Educational Rights and Privacy Act ("**FERPA**") at 20 U.S.C. § 1232g (34 CFR Part 99); the Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. § 6501-6506 (16 CFR Part 312), applicable state privacy laws and regulations and

WHEREAS, the Provider and LEA desire to enter into this DPA for the purpose of establishing their respective obligations and duties in order to comply with applicable laws and regulations.

NOW THEREFORE, for good and valuable consideration, LEA and Provider agree as follows:

1. A description of the Services to be provided, the categories of Student Data that may be provided by LEA to Provider, and other information specific to this DPA are contained in the Standard Clauses hereto.

2. **Special Provisions.** ***Check if Required***

   ☑ If checked, the Supplemental State Terms and attached hereto as **Exhibit "G"** are hereby incorporated by reference into this DPA in their entirety.

   ☐ If checked, LEA and Provider agree to the additional terms or modifications set forth in **Exhibit "H". (Optional)**

   ☐ If Checked, the Provider, has signed **Exhibit "E"** to the Standard Clauses, otherwise known as General Offer of Privacy Terms

3. In the event of a conflict between the SDPC Standard Clauses, the State or Special Provisions will control. In the event there is conflict between the terms of the DPA and any other writing, including, but not limited to the Service Agreement and Provider Terms of Service or Privacy Policy the terms of this DPA shall control.

4. This DPA shall stay in effect for three years. Exhibit E will expire 3 years from the date the original DPA was signed.

5. The services to be provided by Provider to LEA pursuant to this DPA are detailed in **Exhibit "A"** (the "**Services**").

6. **Notices**. All notices or other communication required or permitted to be given hereunder may be given via e-mail transmission, or first-class mail, sent to the designated representatives below.

The designated representative for the LEA for this DPA is:

Name: Susan Harkin Title: Chief Operating Officer

Address: 2550 Harnish Drive, Algonquin, IL 60102

Phone: 847-551-8351 Email: susan.harkin@d300.org

The designated representative for the Provider for this DPA is:

Name: Legal Department Title: _____

Address: 2030 E. Maple Ave., El Segundo, CA 90245

Phone: _____ Email: peardecklegal@guguardian.com

IN WITNESS WHEREOF, LEA and Provider execute this DPA as of the Effective Date.

LEA: Community Unit School District 300

By: Susan Harkin Date: 05/19/2021

A3BB358670FE4AD718B86C5B0A2FAD86 contractworks

Printed Name: Susan Harkin Title/Position: Chief Operating Officer

Provider: Pear Deck, Inc.

By: Jeanette Lee Date: 05/19/2021

0D6FA1DCAB1CCEC3CB455BE0912B8B5E contractworks

Printed Name: **Jeanette Lee** Title/Position: **Corporate Counsel**

STANDARD CLAUSES
Version 1.0

ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of DPA**. The purpose of this DPA is to describe the duties and responsibilities to protect Student Data including compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. In performing these services, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA, with respect to its use of Student Data

2. **Student Data to Be Provided**. In order to perform the Services described above, LEA shall provide Student Data as identified in the Schedule of Data, attached hereto as **Exhibit "B"**.

3. **DPA Definitions**. The definition of terms used in this DPA is found in **Exhibit "C".** In the event of a conflict, definitions used in this DPA shall prevail over terms used in any other writing, including, but not limited to the Service Agreement, Terms of Service, Privacy Policies etc.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA**. All Student Data transmitted to the Provider pursuant to the Service Agreement is and will continue to be the property of and under the control of the LEA. The Provider further acknowledges and agrees that all copies of such Student Data transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this DPA in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Service Agreement, shall remain the exclusive property of the LEA. For the purposes of FERPA, the Provider shall be considered a School Official, under the control and direction of the LEA as it pertains to the use of Student Data, notwithstanding the above.

2. **Parent Access**. To the extent required by law the LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Education Records and/or Student Data correct erroneous information, and procedures for the transfer of student-generated content to a personal account, consistent with the functionality of services. Provider shall respond in a reasonably timely manner (and no later than forty five (45) days from the date of the request or pursuant to the time frame required under state law for an LEA to respond to a parent or student, whichever is sooner) to the LEA's request for Student Data in a student's records held by the Provider to view or correct as necessary. In the event that a parent of a student or other individual contacts the Provider to review any of the Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.

3. **Separate Account**. If Student-Generated Content is stored or maintained by the Provider, Provider shall, at the request of the LEA, transfer, or provide a mechanism for the LEA to transfer, said Student-Generated Content to a separate account created by the student.

4. **Law Enforcement Requests**. Should law enforcement or other government entities ("Requesting Party(ies)") contact Provider with a request for Student Data held by the Provider pursuant to the Services, the Provider shall notify the LEA in advance of a compelled disclosure to the Requesting Party, unless lawfully directed by the Requesting Party not to inform the LEA of the request.

5. **Subprocessors**. Provider shall enter into written agreements with all Subprocessors performing functions for the Provider in order for the Provider to provide the Services pursuant to the Service Agreement, whereby the Subprocessors agree to protect Student Data in a manner no less stringent than the terms of this DPA.

ARTICLE III: DUTIES OF LEA

1. **Provide Data in Compliance with Applicable Laws**. LEA shall provide Student Data for the purposes of obtaining the Services in compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time.

2. **Annual Notification of Rights**. If the LEA has a policy of disclosing Education Records and/or Student Data under FERPA (34 CFR § 99.31(a)(1)), LEA shall include a specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest in its annual notification of rights.

3. **Reasonable Precautions**. LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted Student Data.

4. **Unauthorized Access Notification**. LEA shall notify Provider promptly of any known unauthorized access. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.

ARTICLE IV: DUTIES OF PROVIDER

1. **Privacy Compliance**. The Provider shall comply with all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time.

2. **Authorized Use**. The Student Data shared pursuant to the Service Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services outlined in Exhibit A or stated in the Service Agreement and/or otherwise authorized under the statutes referred to herein this DPA.

3. **Provider Employee Obligation**. Provider shall require all of Provider's employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect to the Student Data shared under the Service Agreement. Provider agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Student Data pursuant to the Service Agreement.

4. **No Disclosure**. Provider acknowledges and agrees that it shall not make any re-disclosure of any Student Data or any portion thereof, including without limitation, user content or other non-public information and/or personally identifiable information contained in the Student Data other than as directed or

permitted by the LEA or this DPA. This prohibition against disclosure shall not apply to aggregate summaries of De-Identified information, Student Data disclosed pursuant to a lawfully issued subpoena or other legal process, or to subprocessors performing services on behalf of the Provider pursuant to this DPA. Provider will not Sell Student Data to any third party.

5. **De-Identified Data**: Provider agrees not to attempt to re-identify de-identified Student Data. De-Identified Data may be used by the Provider for those purposes allowed under FERPA and the following purposes: (1) assisting the LEA or other governmental agencies in conducting research and other studies; and (2) research and development of the Provider's educational sites, services, or applications, and to demonstrate the effectiveness of the Services; and (3) for adaptive learning purpose and for customized student learning. Provider's use of De-Identified Data shall survive termination of this DPA or any request by LEA to return or destroy Student Data. Except for Subprocessors, Provider agrees not to transfer de-identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to the LEA who has provided prior written consent for such transfer. Prior to publishing any document that names the LEA explicitly or indirectly, the Provider shall obtain the LEA's written approval of the manner in which de-identified data is presented.

6. **Disposition of Data**. Upon written request from the LEA, Provider shall dispose of or provide a mechanism for the LEA to transfer Student Data obtained under the Service Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree. Upon termination of this DPA, if no written request from the LEA is received, Provider shall dispose of all Student Data after providing the LEA with reasonable prior notice. The duty to dispose of Student Data shall not extend to Student Data that had been De-Identified or placed in a separate student account pursuant to section II 3. The LEA may employ a "Directive for Disposition of Data" form, a copy of which is attached hereto as **Exhibit "D"**. If the LEA and Provider employ Exhibit "D," no further written request or notice is required on the part of either party prior to the disposition of Student Data described in Exhibit "D.

7. **Advertising Limitations.** Provider is prohibited from using, disclosing, or selling Student Data to (a) inform, influence, or enable Targeted Advertising; or (b) develop a profile of a student, family member/guardian or group, for any purpose other than providing the Service to LEA. This section does not prohibit Provider from using Student Data (i) for adaptive learning or customized student learning (including generating personalized learning recommendations); or (ii) to make product recommendations to teachers or LEA employees; or (iii) to notify account holders about new education product updates, features, or services or from otherwise using Student Data as permitted in this DPA and its accompanying exhibits

ARTICLE V: DATA PROVISIONS

1. **Data Storage**. Where required by applicable law, Student Data shall be stored within the United States. Upon request of the LEA, Provider will provide a list of the locations where Student Data is stored.

2. **Audits.** No more than once a year, or following unauthorized access, upon receipt of a written request from the LEA with at least ten (10) business days' notice and upon the execution of an appropriate confidentiality agreement, the Provider will allow the LEA to audit the security and privacy measures that are in place to ensure protection of Student Data or any portion thereof as it pertains to the delivery of services to the LEA . The Provider will cooperate reasonably with the LEA and any local, state, or federal

agency with oversight authority or jurisdiction in connection with any audit or investigation of the Provider and/or delivery of Services to students and/or LEA, and shall provide reasonable access to the Provider's facilities, staff, agents and LEA's Student Data and all records pertaining to the Provider, LEA and delivery of Services to the LEA. Failure to reasonably cooperate shall be deemed a material breach of the DPA.

3. **Data Security**. The Provider agrees to utilize administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Provider shall adhere to any applicable law relating to data security. The provider shall implement an adequate Cybersecurity Framework based on one of the nationally recognized standards set forth set forth in **Exhibit "F"**. Exclusions, variations, or exemptions to the identified Cybersecurity Framework must be detailed in an attachment to **Exhibit "H"**. Additionally, Provider may choose to further detail its security programs and measures that augment or are in addition to the Cybersecurity Framework in **Exhibit "F"**. Provider shall provide, in the Standard Schedule to the DPA, contact information of an employee who LEA may contact if there are any data security concerns or questions.

4. **Data Breach**. In the event of an unauthorized release, disclosure or acquisition of Student Data that compromises the security, confidentiality or integrity of the Student Data maintained by the Provider the Provider shall provide notification to LEA within seventy-two (72) hours of confirmation of the incident, unless notification within this time limit would disrupt investigation of the incident by law enforcement. In such an event, notification shall be made within a reasonable time after the incident. Provider shall follow the following process:

(1) The security breach notification described above shall include, at a minimum, the following information to the extent known by the Provider and as it becomes available:

i. The name and contact information of the reporting LEA subject to this section.
ii. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.
iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice.
iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided; and
v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.

(2) Provider agrees to adhere to all federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.

(3) Provider further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident or unauthorized acquisition or use of Student Data or any portion thereof, including personally identifiable information and agrees to provide LEA, upon request, with a summary of said written incident response plan.

(4) LEA shall provide notice and facts surrounding the breach to the affected students, parents or guardians.

(5) In the event of a breach originating from LEA's use of the Service, Provider shall cooperate with LEA to the extent necessary to expeditiously secure Student Data.

ARTICLE VI: GENERAL OFFER OF TERMS

Provider may, by signing the attached form of "General Offer of Privacy Terms" (General Offer, attached hereto as **Exhibit "E"**), be bound by the terms of **Exhibit "E"** to any other LEA who signs the acceptance on said Exhibit. The form is limited by the terms and conditions described therein.

ARTICLE VII: MISCELLANEOUS

1. **Termination**. In the event that either Party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or has been terminated. Either party may terminate this DPA and any service agreement or contract if the other party breaches any terms of this DPA.

2. **Effect of Termination Survival**. If the Service Agreement is terminated, the Provider shall destroy all of LEA's Student Data pursuant to Article IV, section 6.

3. **Priority of Agreements**. This DPA shall govern the treatment of Student Data in order to comply with the privacy protections, including those found in FERPA and all applicable privacy statutes identified in this DPA. In the event there is conflict between the terms of the DPA and the Service Agreement, Terms of Service, Privacy Policies, or with any other bid/RFP, license agreement, or writing, the terms of this DPA shall apply and take precedence. In the event of a conflict between Exhibit H, the SDPC Standard Clauses, and/or the Supplemental State Terms, Exhibit H will control, followed by the Supplemental State Terms. Except as described in this paragraph herein, all other provisions of the Service Agreement shall remain in effect.

4. **Entire Agreement**. This DPA and the Service Agreement constitute the entire agreement of the Parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the Parties relating thereto. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both Parties. Neither failure nor delay on the part of any Party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

5. **Severability**. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the Parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

6. **Governing Law; Venue and Jurisdiction**. THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF THE LEA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY OF THE LEA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS DPA OR THE TRANSACTIONS CONTEMPLATED HEREBY.

7. **Successors Bound**: This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business In the event that the Provider sells, merges, or otherwise disposes of its business to a successor during the term of this DPA, the Provider shall provide written notice to the LEA no later than sixty (60) days after the closing date of sale, merger, or disposal. Such notice shall include a written, signed assurance that the successor will assume the obligations of the DPA and any obligations with respect to Student Data within the Service Agreement. The LEA has the authority to terminate the DPA if it disapproves of the successor to whom the Provider is selling, merging, or otherwise disposing of its business.

8. **Authority.** Each party represents that it is authorized to bind to the terms of this DPA, including confidentiality and destruction of Student Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Student Data and/or any portion thereof.

9. **Waiver**. No delay or omission by either party to exercise any right hereunder shall be construed as a waiver of any such right and both parties reserve the right to exercise any such right from time to time, as often as may be deemed expedient.

EXHIBIT "A"
DESCRIPTION OF SERVICES

Pear Deck, Inc. provides two software products governed by the same TOS and Privacy Policy. Pear Deck augments slideshow presentations to allow teachers to engage all their students. Pear Deck Vocabulary is an in-class game in which students work together to build flashcards.

Pear Deck does not include attendance, grades, or assignments and collects minimal student information. Students must log in via Google or Office 365 and therefore do not maintain a separate Pear Deck account. Optionally, teachers can toggle an anonymous login in which case Pear Deck does not collect any personally identifiable student information.

In normal use, students log into Pear Deck and participate in an in-class presentation by answering questions prompted by their classroom teacher. Their responses are stored by Pear Deck.

We do not build marketing profiles around students.

EXHIBIT "B"
SCHEDULE OF DATA

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	X
	Other application technology meta data-Please specify:	
Application Use Statistics	Meta data on user interaction with application	X
Assessment	Standardized test scores	
	Observation data	
	Other assessment data-Please specify: Ungraded Formative Assessments	X
Attendance	Student school (daily) attendance data	
	Student class attendance data	
Communications	Online communications captured (emails, blog entries)	
Conduct	Conduct or behavioral data	
Demographics	Date of Birth	
	Place of Birth	
	Gender	
	Ethnicity or race	
	Language information (native, or primary language spoken by student)	
	Other demographic information-Please specify:	
Enrollment	Student school enrollment	
	Student grade level	
	Homeroom	
	Guidance counselor	
	Specific curriculum programs	
	Year of graduation	
	Other enrollment information-Please specify:	
Parent/Guardian Contact Information	Address	
	Email	

Category of Data	Elements	Check if Used by Your System
	Phone	
Parent/Guardian ID	Parent ID number (created to link parents to students)	
Parent/Guardian Name	First and/or Last	
Schedule	Student scheduled courses	
	Teacher names	X
Special Indicator	English language learner information	
	Low income status	
	Medical alerts/ health data	
	Student disability information	
	Specialized education services (IEP or 504)	
	Living situations (homeless/foster care)	
	Other indicator information-Please specify:	
Student Contact Information	Address	
	Email	X
	Phone	
Student Identifiers	Local (School district) ID number	
	State ID number	
	Provider/App assigned student ID number	X
	Student app username	
	Student app passwords	
Student Name	First and/or Last	X
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	
Student Survey Responses	Student responses to surveys or questionnaires	X
Student work	Student generated content; writing, pictures, etc.	X
	Other student work data -Please specify:	
Transcript	Student course grades	
	Student course data	

Category of Data	Elements	Check if Used by Your System
	Student course grades/ performance scores	
	Other transcript data - Please specify:	
Transportation	Student bus assignment	
	Student pick up and/or drop off location	
	Student bus card ID number	
	Other transportation data – Please specify:	
Other	Please list each additional data element used, stored, or collected by your application: Pear Deck's then-current Privacy Policy describes the Student Data and other information collected.	X
None	No Student Data collected at this time. Provider will immediately notify LEA if this designation is no longer applicable.	

EXHIBIT "C"
DEFINITIONS

De-Identified Data and De-Identification: Records and information are considered to be de-identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination is linkable to a specific student and provided that the educational agency, or other party, has made a reasonable determination that a student's identity is not personally identifiable, taking into account reasonable available information.

Educational Records: Educational Records are records, files, documents, and other materials directly related to a student and maintained by the school or local education agency, or by a person acting for such school or local education agency, including but not limited to, records encompassing all the material kept in the student's cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement, and results of evaluative tests, health data, disciplinary status, test protocols and individualized education programs.

Metadata: means information that provides meaning and context to other data being collected; including, but not limited to: date and time records and purpose of creation Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information.

Operator: means the operator of an internet website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used for K–12 school purposes. Any entity that operates an internet website, online service, online application, or mobile application that has entered into a signed, written agreement with an LEA to provide a service to that LEA shall be considered an "operator" for the purposes of this section.

Originating LEA: An LEA who originally executes the DPA in its entirety with the Provider.

Provider: For purposes of the DPA, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Student Data. Within the DPA the term "Provider" includes the term "Third Party" and the term "Operator" as used in applicable state statutes.

Student Generated Content: The term "student-generated content" means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content.

School Official: For the purposes of this DPA and pursuant to 34 CFR § 99.31(b), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of Student Data including Education Records; and (3) Is subject to 34 CFR § 99.33(a) governing the use and re-disclosure of personally identifiable information from Education Records.

Service Agreement: Refers to the Contract, Purchase Order or Terms of Service or Terms of Use.

Student Data: Student Data includes any data, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to,

information in the student's educational record or email, first and last name, birthdate, home or other physical address, telephone number, email address, or other information allowing physical or online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, individual purchasing behavior or preferences, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, geolocation information, parents' names, or any other information or identification number that would provide information about a specific student. Student Data includes Meta Data. Student Data further includes "personally identifiable information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law. Student Data shall constitute Education Records for the purposes of this DPA, and for the purposes of federal, state, and local laws and regulations. Student Data as specified in **Exhibit "B"** is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or de-identified, or anonymous usage data regarding a student's use of Provider's services.

Subprocessor: For the purposes of this DPA, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than LEA or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to Student Data.

Subscribing LEA: An LEA that was not party to the original Service Agreement and who accepts the Provider's General Offer of Privacy Terms.

Targeted Advertising: means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the operator's Internet web site, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. "Targeted advertising" does not include any advertising to a student on an Internet web site based on the content of the web page or in response to a student's response or request for information or feedback.

Third Party: The term "Third Party" means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Education Records and/or Student Data, as that term is used in some state statutes. However, for the purpose of this DPA, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Provider."

EXHIBIT "D"
DIRECTIVE FOR DISPOSITION OF DATA

Community Unit School District 300 Provider to dispose of data obtained by Provider pursuant to the terms of the Service Agreement between LEA and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

_☐_ Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

[ ]

_☐_ Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

_☐_ Disposition shall be by destruction or deletion of data.

_☐_ Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

[ ]

3. Schedule of Disposition

Data shall be disposed of by the following date:

_☐_ As soon as commercially practicable.

_☐_ By [ ]

4. Signature

_____ _____

Authorized Representative of LEA Date

5. Verification of Disposition of Data

_____ _____

Authorized Representative of Company Date

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and [Community Unit School District 300]("Originating LEA") which is dated [03/10/2021], to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form. Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following email address: Pear Deck Inc, 2030 Maple Ave, El Seduardo, CA 90245

BY: _____Date: _____

Printed Name: _____Title/Position: _____

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the [ ] and the Provider. **PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

BY:

_____Date:_____

Printed Name: _____ Title/Position: _____

SCHOOL DISTRICT NAME: _____

DESIGNATED REPRESENTATIVE OF LEA:

Name: _____

Title: _____

Address: _____

Telephone Number: _____

Email: _____

EXHIBIT "F"
DATA SECURITY REQUIREMENTS

Adequate Cybersecurity Frameworks
2/24/2020

The Education Security and Privacy Exchange ("Edspex") works in partnership with the Student Data Privacy Consortium and industry leaders to maintain a list of known and credible cybersecurity frameworks which can protect digital learning ecosystems chosen based on a set of guiding cybersecurity principles* ("Cybersecurity Frameworks") that may be utilized by Provider .

Cybersecurity Frameworks

	MAINTAINING ORGANIZATION/GROUP	FRAMEWORK(S)
☐	National Institute of Standards and Technology	NIST Cybersecurity Framework Version 1.1
☐	National Institute of Standards and Technology	NIST SP 800-53, Cybersecurity Framework for Improving Critical Infrastructure Cybersecurity (CSF), Special Publication 800-171
☐	International Standards Organization	Information technology — Security techniques — Information security management systems (ISO 27000 series)
☐	Secure Controls Framework Council, LLC	Security Controls Framework (SCF)
☐	Center for Internet Security	CIS Critical Security Controls (CSC, CIS Top 20)
☐	Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD(A&S))	Cybersecurity Maturity Model Certification (CMMC, ~FAR/DFAR)

Please visit http://www.edspex.org for further details about the noted frameworks.

*Cybersecurity Principles used to choose the Cybersecurity Frameworks are located here

EXHIBIT "G" – Supplemental SDPC State Terms for Illinois

Version 1.0

This **Exhibit G**, Supplemental SDPC State Terms for Illinois ("Supplemental State Terms"), effective simultaneously with the attached Student Data Privacy Agreement ("DPA") by and between Community Unit School District 300 (the "Local Education Agency" or "LEA") and Pear Deck, Inc. (the "Provider"), is incorporated in the attached DPA and amends the DPA (and all supplemental terms and conditions and policies applicable to the DPA) as follows:

1. **Compliance with Illinois Privacy Laws**. In performing their respective obligations under the Agreement, the LEA and the Provider shall comply with all Illinois laws and regulations pertaining to student data privacy and confidentiality, including but not limited to the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/, Mental Health and Developmental Disabilities Confidentiality Act ("MHDDCA"), 740 ILCS 110/, Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/, Identity Protection Act ("IPA"), 5 ILCS 179/, and Personal Information Protection Act ("PIPA"), 815 ILCS 530/.

2. **Definition of "Student Data."** In addition to the definition set forth in **Exhibit C**, Student Data includes any and all "covered information," as that term is defined in Section 5 of SOPPA (105 ILCS 85/5), and Student Data shall constitute "school student records" as that term is defined in Section 2 of ISSRA (105 ILCS 10/2(d)).

3. **School Official Designation.** Pursuant to Article I, Paragraph 1 of the DPA Standard Clauses, and in accordance with FERPA, ISSRA and SOPPA, in performing its obligations under the DPA, the Provider is acting as a school official with legitimate educational interest; is performing an institutional service or function for which the LEA would otherwise use its own employees; is under the direct control of the LEA with respect to the use and maintenance of Student Data; and is using Student Data only for an authorized purpose.

4. **Limitations on Re-Disclosure.** The Provider shall not re-disclose Student Data to any Third Party or affiliate without the express written permission of the LEA or pursuant to court order, unless such disclosure is otherwise permitted under SOPPA, ISSRA, FERPA, and MHDDCA. In the event a Third Party, including law enforcement or a government entity, contacts the Provider with a request or subpoena for Student Data in the possession of the Provider, the Provider shall redirect the Third Party to seek the data directly from the LEA. In the event the Provider is compelled to produce Student Data to a Third Party in compliance with a court order, Provider shall notify the LEA at least five (5) school days in advance of the court ordered disclosure and, upon request, provide the LEA with a copy of the court order requiring such disclosure.

5. **Notices.** Any notice delivered pursuant to the DPA shall be deemed effective, as applicable, upon receipt as evidenced by the date of transmission indicated on the transmission material, if by e-mail; or four (4) days after mailing, if by first-class mail, postage prepaid.

6. **Parent Right to Access and Challenge Student Data.** The LEA shall establish reasonable procedures pursuant to which a parent, as that term is defined in 105 ILCS 10/2(g), may inspect and/or copy Student Data and/or challenge the accuracy, relevance or propriety of Student Data, pursuant to Sections 5 and 7 of ISSRA (105 ILCS 10/5; 105 ILCS 10/7) and Section 33 of SOPPA (105 ILCS 85/33). The Provider shall respond to any request by the LEA for Student Data in the possession of the Provider, for

purposes of affording a parent an opportunity to inspect and/or copy the Student Data, no later than 10 business days from the date of the request. In the event that a parent contacts the Provider directly to inspect and/or copy Student Data, the Provider shall refer the parent to the LEA, which shall follow the necessary and proper procedures regarding the requested Student Data.

7. **Corrections to Factual Inaccuracies.** In the event that the LEA determines that the Provider is maintaining Student Data that contains a factual inaccuracy, the LEA shall notify the Provider of the factual inaccuracy and the correction to be made. No later than 90 calendar days after receiving the notice of the factual inaccuracy, the Provider shall correct the factual inaccuracy and shall provide written confirmation of the correction to the LEA.

8. **Security Standards.** The Provider shall implement and maintain commercially reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect Student Data from unauthorized access, destruction, use, modification, or disclosure, including but not limited to the unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of the Student Data (a "Security Breach"). For purposes of the DPA and this **Exhibit G**, "Security Breach" does not include the good faith acquisition of Student Data by an employee or agent of the Provider or LEA for a legitimate purpose of the Provider or LEA, so long as the Student Data is used solely for purposes permitted by SOPPA and other applicable law, and so long as the Student Data is restricted from further unauthorized disclosure.

9. **Security Breach Notification**. In addition to the information enumerated in Article V, Section 4(1) of the DPA Standard Clauses, any Security Breach notification provided by the Provider to the LEA shall include:

a. A list of the students whose Student Data was involved in or is reasonably believed to have been involved in the breach, if known; and

b. The name and contact information for an employee of the Provider whom parents may contact to inquire about the breach.

10. **Reimbursement of Expenses Associated with Security Breach.** In the event of a Security Breach that is attributable to the Provider, the Provider shall reimburse and indemnify the LEA for any and all costs and expenses that the LEA incurs in investigating and remediating the Security Breach, including but not limited to costs and expenses associated with:

a. Providing notification to the parents of those students whose Student Data was compromised and regulatory agencies or other entities as required by law or contract;

b. Providing credit monitoring to those students whose Student Data was exposed in a manner during the Security Breach that a reasonable person would believe may impact the student's credit or financial security;

c. Legal fees, audit costs, fines, and any other fees or damages imposed against the LEA as a result of the security breach; and

d. Providing any other notifications or fulfilling any other requirements adopted by the Illinois State Board of Education or under other State or federal laws.

11. **Transfer or Deletion of Student Data.** The Provider shall review, on an annual basis, whether the Student Data it has received pursuant to the DPA continues to be needed for the purpose(s) of the DPA. If any of the Student Data is no longer needed for purposes of the DPA, the Provider must delete such unnecessary Student Data or transfer to the LEA such unnecessary Student Data. The Provider shall effectuate such transfer or deletion of Student Data and provide written confirmation of said transfer or deletion to the LEA within thirty (30) calendar days of the operator becoming aware that the Student Data is no longer needed for purposes of the DPA.

If the LEA receives a request from a parent, as that term is defined in 105 ILCS 10/2(g), that Student Data being held by the Provider be deleted, the LEA shall determine whether the requested deletion would violate State and/or federal records laws. In the event such deletion would not violate State or federal records laws, the LEA shall forward the request for deletion to the Provider. The Provider shall comply with the request and delete the Student Data within a reasonable time period after receiving the request.

12. **Public Posting of DPA.** Pursuant to SOPPA, the LEA shall publish on its website a copy of the DPA between the Provider and the LEA, including this **Exhibit G**.

13. **Subcontractors.** By no later than (5) business days after the date of execution of the DPA, the Provider shall provide the LEA with a list of any subcontractors to whom Student Data may be disclosed or a link to a page on the Provider's website that clearly lists any and all subcontractors to whom Student Data may be disclosed. This list shall, at a minimum, be updated and provided to the LEA by the beginning of each fiscal year (July 1) and at the beginning of each calendar year (January 1).

EXHIBIT "H"

Additional Terms or Modifications

Version _____

LEA and Provider agree to the following additional terms and modifications:

This is a free text field that the parties can use to add or modify terms in or to the DPA. If there are no additional or modified terms, this field should read "None."

618-1/4715859.1

FIRST AMENDMENT TO ILLINOIS STANDARD STUDENT DATA PRIVACY AGREEMENT

This First Amendment ("**Amendment**") to Version 1.0 to the Standard Student Data Privacy Agreement, IL-NDPA Standard Version 1.0 ("**SDPA**"), by and between, Pear Deck, Inc. ("**Provider**" or "**Pear Deck**") and Local Education Agency provided in the signature block below ("**LEA**"), is effective as of the effective date of the SDPA ("**Effective Date**"). The Parties (defined herein) are subject to a Service Agreement, which is Pear Deck's Terms of Service (available at https://www.peardeck.com/terms-of-service) that may be updated from time to time in accordance with the terms therein). To the extent that the terms of this Amendment conflict with the SDPA or the Service Agreement, the terms of this Amendment shall control. Unless otherwise explicitly defined in this Amendment, all capitalized terms shall have the meaning ascribed to them in the following order of priority (1) SDPA; (2) the Service Agreement. The terms of such SDPA and the Service Agreement shall remain in full force and effect except as expressly modified by this Amendment. The SDPA shall be amended between the Parties as follows:

ARTICLE IV: DUTIES OF PROVIDER

3. **Provider Employee Obligation.** Section 3 (Provider Employee Obligation) of Article IV (Duties of Provider) is hereby amended by deleting (i) "and agents" from the first sentence and (ii) "or agent" from the second and last sentence.

5. **De-Identified Data**. The last two sentences of Section 5 (De-Identified Data) of Article IV (Duties of Provider) of the SDPA are hereby deleted and replaced with the following:

> Except for Subprocessors, Provider agrees not to transfer de- identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) that party agrees to comply all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time. Prior to publishing any document that names the LEA explicitly, the Provider shall obtain the LEA's written approval of the manner in which de-identified data is presented.

ARTICLE V: DATA PROVISIONS

3. **Data Security**. Section 3 (Data Security) of Article V (Data Provisions) of the SDPA is hereby amended by adding "industry standard" after "utilize" in the first sentence.

4. **Data Breach.** The portions of Section 4 (Data Breach) of Article V (Data Provisions) of the SDPA excerpted below are hereby deleted in its entirety and replaced with the following:

> (2) Provider agrees to adhere to all applicable federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.

ARTICLE VII: MISCELLANEOUS

3. **Priority of Agreements**. Section 3 (Priority of Agreements) of Article VII (Miscellaneous) is hereby amended by inserting the following after the second sentence:

> "In the event the terms of the DPA are silent as to any term or condition that is expressly provided for in the Service Agreement, the term or condition of the Service Agreement shall apply."

7. **Successors Bound**. The last sentence of Section 7 (Successors Bound) of Article VII (Miscellaneous) is hereby deleted in its entirety.

EXHIBIT "C" - DEFINITIONS

De-Identified Data and De-Identification. The definition of "De-Identified Data and De-Identification" in Exhibit C (Definitions) is deleted and replaced with the following:

> "**De-Identified Data and De-Identification:** Records and information are considered to be de-identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination is linkable to a specific student."

EXHIBIT "G" - SUPPLEMENTAL SDPC STATE TERMS FOR ILLINOIS

9. **Security Breach Notification**. Section 9 (Security Breach Notification) of Exhibit G (Supplemental SDPC State Terms for Illinois) is hereby amended by adding "to the extent known by the Provider and as it becomes available" after "...to the LEA shall include".

10. **Reimbursement of Expenses Associated with Security Breach**.

Section 10 (Reimbursement of Expenses Associated with Security Breach) of Exhibit G (Supplemental SDPC State Terms for Illinois) is hereby deleted in its entirety and replaced with the following:

> Provider shall, to the extent a Security Breach is determined to have been caused by the actions or omissions of Provider: (a) pay for or reimburse the cost of providing notification to the parents of those students whose Student Data was compromised; (b) provide credit monitoring to those students whose Student Data was exposed in a manner during the Security Breach that a reasonable person would believe that it could impact his or her credit or financial security; and (c) provide any other notifications or fulfilling any other legal requirements adopted by the State Board of Education or of any other applicable state or federal laws.
>
> Additionally, to the extent a Security Breach is determined to have been caused by the actions or omissions of Provider, Provider shall, at its own expense, retain an independent auditor to conduct and manage an audit as reasonably necessary to investigate the source and scope of the Security Breach. Provider shall defend, indemnify, and hold harmless LEA for legal fees, fines, and damages arising from third party claims against LEA for a Security Breach to the extent such breach is determined to have been caused by the actions or omissions of Provider up to and not to exceed, in aggregate, twice the amount LEA paid Provider for the Services giving rise to such claim in the calendar year in which such claim arose. LEA must immediately notify Provider of such a claim. Provider may assume, in its sole discretion, control of the defense, appeal, or settlement of any such third party claim by sending LEA a written notice of assumption within ten (10) business days of receiving notice. If Provider assumes control of the defense, LEA shall fully cooperate with Provider in connection therewise and may employ (at its own expense) separate counsel to represent it.

[Remainder of page intentionally left blank; Signature Page to follow]

Signed and Agreed:

For and on behalf of LEA:

LEA Name: Community Unit School District 300

Signature: Susan Harkin
A3BB358670FE4AD718B86C5B0A2FAD86 contractworks.

Signatory Name: Susan Harkin

Title: Chief Operating Officer

Name: **Susan Harkin**

Dated: **05/19/2021**

For and on behalf of Provider:

Provider Name: Pear Deck, Inc.

Signature: Jeanette Lee
0D6FA1DCAB1CCEC3CB455BF0912B8B5E contractworks.

Signatory Name: **Jeanette Lee**

Title: **Corporate Counsel**

Dated: **05/19/2021**

SCHOLASTIC

Digital Order Form

Date: 3/3/22

1

Billing Information

Billing Contact:

Email: Phone:

Ordering Contact: Nancy Battaglia

Email: nancy.battaglia@d300.org Phone: 847-551-4341

School/District: COMMUNITY UNIT SCH DIST 300

Street Address: 2550 HARNISH DR

City/State/Zip: ALGONQUIN, IL 60102-6870

Scholastic Acct. #: 60110700

Billing Method

☐ **PO#:**

☐ **Credit Card**
A Scholastic Representative will contact your billing contact to securely process your credit card order.

☐ **Bill Me**

Tax Exempt ID#:
(Please include documentation)

Other:

2

Scholastic Product Terms & Agreement

Person authorized to sign End User License Agreement (District level):

License Admin. Name: Nancy Battaglia

License Admin. Email: nancy.battaglia@d300.org

Is this person at the district or school level? ■ **District** ☐ **School**

A) The EULA will be emailed within 3-5 business days, and **must be accepted** before product access is granted.

B) If this is a multi-school order, acceptance at the district level validates all schools in the district.

3

Digital Product Selection

Promo Code	Item #	Product Name	Unit Price	Your Price	# of Schools	Discount/ Promo	Total Price
	831122	Scholastic Literacy Pro*	$3,500.00	$3,150.00	9	10%OFF	$28,350.00
	831124	Scholastic Literacy Pro**	$4,500.00	$4,050.00	4	10% OFF	$16,200.00
	831125	Scholastic Literacy Pro***	$5,500.00	$4,950.00	5	10% OFF	$24,750.00
	733431	Digital Onboarding and Maintenance	$199.00	$199.00	18	NA	waived****

~~Notes:~~ Quote is for a 1 year, site(s) wide subscription to Literacy Pro at 18 elementary schools
*Small School Price (1-400 students)
**Medium School Price (401-700 students)
***Large School Price (701+ students)

Subtotal
Tax*
Total $69,300.00

*If not exempt.

4

Start and End Dates

Start: 8/27/23 **End:** 8/26/24

All programs are available with flexible start/end dates.

Important:
Start and end dates must be provided for all digital programs. Your end date will determine when your data will get archived within the program. **Exception:** Storia will not archive data year-over-year and you must print or save the data before the end date.

Quote Prepared by:

Rep. Name: Robert Dwyer

Phone: 800-387-1437 ext. 6231

Email: rdwyer@scholastic.com

Quote Expires: 8/31/23

See next page

SCHOLASTIC

Site Installation Information

5

School Shipping Information

Site-Level Admin. Contact Name**: Nancy Battaglia

Email: nancy.battaglia@d300.org Phone: 847-551-4341

School Name: COMMUNITY UNIT SCH DIST 300

Street Address: 2550 HARNISH DR

City/State/Zip: ALGONQUIN, IL 60102-6870

Scholastic Acct. #: 60110700

☐ **Teacher Enrollment**

Please provide an estimated number of teachers at your school:

Site Information:

☐ **Single-Site Installation** (complete section to the left)

or

■ **Multi-Site Installation**

For multi-site orders, **please see separate form to enter information needed for order set-up.** This must be completed and submitted with the order.

Select who will be the main distributor of access codes:

☐ **Billing Contact** (District Admin.)

or

☐ **Site-Level Admin.** (1 Contact per School)

**Your designated site-level contact will be responsible for distributing digital product access codes to the school staff.

6

Select Rostering Method

☐ **Scholastic Digital Manager:** We do not use other methods to roster students and prefer to manage enrollment data by manual entry or uploading a spreadsheet.

☐ **Google Classroom:** We will import student enrollment data from Google Classroom.

■ **Clever:** We will sync student enrollment data with our Clever account.

☐ **LTI:** We will sync student enrollment data with LTI 1.0 or 1.2 compatible LMS.

Please indicate your LMS system here:

Rostering Contact (manages student enrollment data and system)

Contact Name:

Email:

BookFlix Only

School(s) will receive immediate access with a username and password.

Interested in IP authentication? **If yes, please provide a separate spreadsheet with all the information in the School shipping area**–including, site-level admin. name and email for each site, and IP address."

Special Instructions:

****The Digital Onboarding and Maintenance Fee of $3,383 will be waived for the 22-22SY.

1 new school added for 22/23 SY: Big Timber

Questions on rostering? Our Tech Support Team is here to help: 800-724-2222, Option 5.

Important Reminders

Acceptance of EULA

Terms and Conditions must be reviewed and accepted before access is granted.

For Multi-Sites

Please provide a separate spreadsheet with all the information in the "School Shipping Information" for each site.

Access Information Emailed

After completion of the Product Terms & Agreement, **your designated contact will receive an email notification from our Customer Service team, digitalservice@scholastic.com.** This email contains important information on how to access our programs. Please share with school faculty.

Call: 800-387-1437

Fax: 877-242-5865

Mail: Scholastic Inc.
2315 Dean Street, Ste. 600
St. Charles, IL 60175

Email:
DigitalSolutions@Scholastic.com

turnitin

Expiration date	7/28/2023
Prepared By	Hailey Tye
Phone	
Email	htye@turnitin.com
Company Address	Turnitin, LLC 2101 Webster St., Suite 1800 Oakland, CA 94612 US

Quote Details

Quote Number	Quote-Q-640510-3
Institution	Community Unit School District 300
Contact Name	Nancy Battaglia
Phone	
Email	nancy.battaglia@d300.org
Bill To Name	Community Unit School District 300
Bill To	2550 Harniah Drive Algonquin, IL 60102 United States

Quotation

Product	Product Description	Start Date	End Date	Total
Feedback Studio Enterprise License	Turnitin Feedback Studio: Originality Checking and Feedback	8/1/2023	7/31/2024	USD 11,491.20
Implementation/ Kick-Off	Kick Off Call, Technical Account Setup, Admin Training, full access to recorded training library, unlimited registration access for multiple weekly trainings sessions and a dedicated Relationship Manager.	8/1/2023	7/31/2024	USD 0.00
Virtual Training Session	Live, virtual, introductory, advanced or refresher training exclusive for your institution.	8/1/2023	7/31/2024	USD 500.00

Sales Tax	
TOTAL	USD 11,991.20

Please Note:
Products sold to certain states are subject to tax. Fee does not include applicable tax. Invoice will reflect applicable tax (state and local). The sales tax ultimately charged will be calculated when you are invoiced and will reflect applicable state and local taxes.
No sales tax is charged when providing a valid exemption certificate. Please email certificate to ar@turnitin.com.

Order Instructions:
To purchase or renew your Turnitin license, please email or fax your purchase order and a copy of this quote to Turnitin, LLC, at:
orders@turnitin.com or (510) 764-7612

By Accepting this quote, you agree to our general terms and conditions that are located at this URL: http://go.turnitin.com/reg .

Training:
On-site or online trainings must be completed within twelve (12) months of the start of Turnitin/iThenticate service, or the expiration of the Term in which Training was licensed whichever is earlier ("Training Term Expiry"). Link to Training Terms and Conditions.

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

March 13, 2023

Jaime Hernandez
WeVideo Inc.
1975 W. El Camino Real, Suite 202
Mountain View, CA 94040

Via email: jaime@wevideo.com

Contract Renewal: WeVideo for Schools & PlayPosit District Wide Annual Subscription

Dear Mr. Hernandez,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of our contract with WeVideo Inc which includes subscriptions for WeVideo and PlayPosit. The original contract was dated April 28, 2021. District 300 would like to extend the current contract referencing the subscriptions noted on the attached quote number WVS1705573, dated 1/27/2023. The total value of this contract extension is $60,305.64 for July 1, 2023 to June 30, 2024.

If your firm agrees to maintain the master agreement terms, the Student Data Privacy Addendum, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Monday, March 20, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-16**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Jaime Hernandez
D3521E8D44C4FE5D301D61F2C6662C2F contractworks **2023-03-16**
Service Provider

Jaime Hernandez **Territory Manager**

price quote/proposal

Date: 1/27/2023
Quote Expires: 3/28/2023

remit payment to
WeVideo Inc.
1975 W. El Camino Real - Suite 202
Mountain View, CA 94040
Fax: 408-819-9441
650-800-3403
ar@wevideo.com
po@wevideo.com

customer information:
Ami Engel
Excecutive Director of Innovation and Science
ami.engel@d300.org
847-551-8300
CUSD 300
2550 Harnish Dr
Algonquin, Illinois 60102

WeVideo Contact:
Jaime Hernandez
jaime@wevideo.com
510-684-3357

Notes: In August of 2022, WeVideo acquired Playposit. The 2022 annual subscription fees for each application amounted to: WeVideo-$32,270.49 Plaposit- $34,500.00 for a total of $66,770.49. The packaged price this year is less than what was paid last year.

CUSD 300 with 21000 users is presented with the following WeVideo for Schools & PlayPosit subscription price proposal. With this agreement, CUSD 300 is guaranteed the price below and is protected from annual price increases for the term of the agreement they choose. Upon receipt of this signed document and a district purchase order, CUSD 300 recieves 100% of purchased capacity. This offer is contingent on the signed acceptance of this proposal, which constitutes a commitment to pay for the subscription term chosen by CUSD 300below:

Term	Product/Description			Total Extended Price
	Licence/Subscription Type			
12 months	WeVideo for Schools and PlayPosit District Wide Annual Subscription Term: 7/1/23 - 6/30/24			$60,305.64
	Storage			
	WeVideo: 105000 GB			
	Playposit: unlimitted			
	Professional Services			
	End of term organization			
			Subtotal	$60,305.64
Prices are stated exclusive of all taxes. Add applicable sales tax to your purchase order, or provide note of exemption			**Tax (exempt?)**	
			Total	$60,305.64

Quote is valid for terms as selected below.

All prices in United States Dollars ($)

SECTION I - term length and subscription term discount options (CHECK ONE):				additional discount
[ ]	Purchase 12 months/1 year district wide year subscription	rate of:	**$60,305.64**	
[ ]	Purchase 24 months/2 year district wide year subscription	prepay:	**$108,550.16**	10%
[ ]	Purchase 24 months/2 year district wide year subscription	billed anually:	**$54,275.08**	
[ ]	Purchase 36 months/3 year district wide year subscription	prepay:	**$153,779.39**	15%
[ ]	Purchase 36 months/3 year district wide year subscription	billed anually:	**$51,259.80**	
[ ]	Purchase 48 months/4 year district wide year subscription	prepay:	**$192,978.06**	20%
[ ]	Purchase 48 months/4 year district wide year subscription	billed anually:	**$48,244.51**	
[ ]	Purchase 60 months/5 year district wide year subscription	prepay:	**$226,146.16**	25%
[ ]	Purchase 60 months/5 year district wide year subscription	billed anually:	**$45,229.23**	

** Professional training services are recurring for multiple year subscriptions*

SECTION II - is a purchase order required to send an invoice to CUSD 300 (CHECK ONE):

[ ] Yes, a school/district PO is required to invoice our school or district. Please return a copy of your PO with this signed quote.

[ ] No, this signed quote is sufficient to invoice my school (invoice provides information for credit card payment)

price quote/proposal page 2 of 2

school/district CUSD 300
contact Ami Engel
WeVideo contact: Jaime Hernandez jaime@wevideo.com 510-684-3357

ar@wevideo.com
sales@wevideo.com
Fax: 408-819-9441
Quote Expires: 3/28/2023

1975 West El Camino Real Suite 202
Mountain View, CA 94040
Ph: 650-800-3403

SECTION III - professional services

Yes, we are interested in additional professional development. Please add to your PO - or ask your sales manager to add to quote

- [ ] Professional Development, full day, on site **- $3000**
- [ ] Professional Development, two day, on site - **$5500**
- [ ] Professional Development, 60 minutes, live online, Cohort of 20 - **$350** each
- [ ] No Professional Development Requested at this time

SECTION IV - COMPLETE **ALL** FIELDS: REQUIRED IN ORDER TO PROVISION THE LICENSE AND SET UP THE ACCOUNT

SUBSCRIPTION ASSIGNMENT (WeVideo account admin at school/district)

This is the person to whom the WeVideo account will be provisioned, whomever willbe the active license manager.

School/district name: CUSD 300

WeVideo account admin/owner who will log-in/manage the WeVideo account on a daily basis

Admin/owner Fist Name: _____

Admin/owner Last Name: _____

Admin/owner **Email**: _____

Job title/role: _____

Phone Number: _____

BILLING INFORMATION

Accounts Payable Contact First Name: _____

Accounts Payable Contact Last Name: _____

Accounts Payable Email: _____

Accounts Payabe Phone Number: _____

PROPOSAL ACCEPTANCE

School or district purchase approver

To accept this offer, please complete sections 1 through 4 above, sign and date here, where it says "Proposal Acceptance." Submit directly via fax or email to sales representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. By signing, you agree to pay amount on this quote when invoiced. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

Signature: _____ Date: _____

Print Name: _____

Print Title: _____

Proprietary & Confidential © 2023 All Rights Reserved

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

March 18, 2022

Jaime Hernandez
WeVideo Inc.
1975 W. El Camino Real, Suite 202
Mountain View, CA 94040

Via email: jaime@wevideo.com

Contract Renewal: WeVideo for Schools

Dear Mr. Hernandez

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with WeVideo Inc. for WeVideo for Schools for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,

Diane C. White **2022-03-21**
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Jaime Hernandez **2022-03-25**
D3521E8D44C4FE5D301D61F2C6662C2F contractworks
Service Provider

Jaime Hernandez **Territory Manager**

23

renewal/proposal

Date: 2/4/2021
Quote Expires: 3/6/2021

remit payment to

WeVideo Inc.
1975 W. El Camino Real - Suite 202
Moutain View, CA 94040
Fax: 408-819-9441
650-800-3403
ar@wevideo.com
po@wevideo.com

customer information:

Traci Magsamen
Director of Digital Literacy & Innovation
traci.magsamen@d300.org
847-551-8344
CUSD 300
2550 Harnish Dr
Algonquin, IL 60102

WeVideo Contact:
Jaime Hernandez
jaime@wevideo.com
510-684-3357

Notes:
Subscription to begin on 9/29/21

Quantity	Product/Description	Unit Base Price	Unit Extended Price	Discount	Line Total
17829 users	WeVideo for Schools Annual Subscription, multi-user license	$9.97	$1.8100	81.84%	$32,270.49
		(price per user)	*(price per user)*		
89145 GB	Storage Capacity: 5 GB storage per user (aggregated)				included
1069740 min/mo.	Export Capacity: 1 hr. publish time per user/per mo. (aggregated)				included
1	Onboarding Session, 40 minutes, live online,)	$350	included free	100%	included
	Professional Development Options (teacher/tech training, onsite, online, etc.)				none selected
17,829	Mobile App access for iOS and Android devices, all users	$2.99	included	100%	~~$53,308.71~~
				Subtotal	$32,270.49
	Please provide a copy of tax exempt certificate if applicable			**Tax (exempt?)**	
	Quote is valid for terms as stated above and below				
	All prices in United States Dollars ($)			**Total**	$32,270.49

SECTION I - term length and subscription term discount options (CHECK ONE):

[ ] Purchase 12 months/1 year subscription for 17829 users rate of: **$32,270.49**

[ ] Purchase 24 months/2 year subscription for 17829 users - prepay: **$58,086.88** and save 10% on license*
[ ] 2 annual payments - **$29,043.44**

[ ] Purchase 36 months/3 year subscription for 17829 users - prepay: **$82,289.75** and save 15% on license*
[ ] 3 annual payments - **$27,429.92**

[ ] Purchase 48 months/4 year subscription for 17829 users - prepay: **$103,265.57** and save 20% on license*
[ ] 4 annual payments - **$25,816.39**

[ ] Purchase 60 months/5 year subscription for 17829 users - prepay: **$121,014.34** and save 25% on license*
[ ] 5 annual payments - **$24,202.87**

**if pre-paying for multi-year license, please take amount above, then add any additional PD or optional items back into total. Or, contact your sales manger.*

SECTION II - is a purchase order required to send an invoice to CUSD 300 (CHECK ONE):

[ ] Yes, a school/district PO is required to invoice our school or district

[ ] No, this signed quote is sufficient to invoice my school (invoice provides information for credit card payment)

SECTION III - professional services

Yes, we are interested in professional development. Please add to your PO - or ask your sales manager to add to quote

[ ] Professional Development, full day, on site **- $3000**

[ ] Professional Development, two day, on site - **$5500**

[ ] Professional Development, 60 minutes, live online, Cohort of 20 - **$350** each

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sale representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

price quote/proposal page 2 of 2

school/district CUSD 300

contact Traci Magsamen

WeVideo contact: Jaime Hernandez jaime@wevideo.com 510-684-3357

ar@wevideo.com
sales@wevideo.com
Fax: 408-819-9441
Quote Expires: 3/6/2021

1975 West El Camino Real Suite 202
Moutain View, CA 94040
Ph: 650-800-3403
3/6/2021

SECTION III - COMPLETE **ALL** FIELDS: **REQUIRED IN ORDER TO PROVISION THE LICENSE AND SET UP THE ACCOUNT**

SUBSCRIPTION ASSIGNMENT (WeVideo account admin at school/district)
This is the person to whom the WeVideo account will be provisioned, whomever willbe the active license manager.

School/district name _____

WeVideo account admin/owner **Name**
(who will log-in/manage the WeVideo account) _____

Admin/owner **Email** _____

Job title/role _____

Phone Number _____

BILLING INFORMATION

Accounts Payable Contact _____

Accounts Payable Email _____

PROPOSAL ACCEPTANCE
School or district purchase approver

Signature Susan Harkin
A3BB358670FE4AD718B86C5B0A2FAD86 contractworks.

Date **04/28/2021**

Print Name **Susan Harkin**

Print Title **COO**

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sales representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. By signing, you agree to pay amount on this quote when invoiced. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

Print name	*Title*	*Authorized Signature*	*Date*

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DISTRICT 300

Community Unit School District 300
and WeVideo, Inc.
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between **Community Unit School District 300** (the "School District") and **WeVideo, Inc.** (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the attached agreement between the Parties and all current and supplemental terms and conditions, order forms, policies, practices, procedures, and/or other documentation relating to the attached agreement (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.

2. Services and Data Provided

2.1 *Nature of Products or Services Provided.* The Company has agreed to provide the following products and/or services to the School District:

[Complete Appendix A.]

2.2 *School District Data Provided*. To allow the Company to provide the products and/or services described in *Section 2.1*, the School District will provide Student Data to the Company as identified in Exibit "B".

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum

necessary data for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq*.

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intellectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutorily or court ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.*, requests regarding student records under FERPA or ISSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data*. The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.3.1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official"). The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional service or function for which the school would otherwise use employees and is under the direct control of the

school with respect to the use and maintenance of the School District Data. The Company agrees that it will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District.

4.3.2 PPRA Requirements. With respect to the Company's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purpose.

4.3.3 COPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and for the school system, and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data and that those individuals and classes of individuals will be familiar with and bound by this Addendum and relevant law. The Company shall cause each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement to comply with all legal requirements applicable to the School District Data, including but not limited to those outlined in this Agreement and under relevant law.

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take appropriate administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentiality, and integrity of School District Data. The

Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage and/or transmission.

5.1.1 Security Procedures and Practices. The Company agrees that at it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that are consistent with the U.S. Department of Commerce's National Institute of Standards and Technology's Framework for Improving Critical Infrastructure Cybersecurity Version 1.1. and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. 164.312.

5.1.2 Storage of Data. The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 Audit of Safeguards. The Company shall maintain complete and accurate records of its security measures for School District Data and produce such records to the School District for purposes of audit upon reasonable prior notice during normal business hours. The School District reserves the right at its sole discretion to audit the Company's storage of School District Data at the School District's expense to ensure compliance with the terms of the Agreement and this Addendum.

5.1.4 Reasonable Methods. The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law. The School District reserves the right to audit such measures upon reasonable prior notice during business hours.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered information, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document. Any changes the Company may implement with respect to its privacy policies or terms of use documents shall be ineffective and inapplicable with respect to the School District and/or School District Data unless the School District affirmatively consents in writing to be bound by such changes. Access by students or parents/guardians to the Company's programs or services governed by the Agreement and this Addendum or to any School District Data stored by the Company shall not be conditioned upon

agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Upon expiration of the term of the Agreement, upon the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed for purposes of the Agreement, or upon the School District's request, the Company covenants and agrees that it promptly shall return to the School District all School District Data in the Company's possession and control. If return of the data is not feasible or if the School District agrees, then the Company shall destroy the data. The Company agrees to send a written certificate that the data was properly destroyed or returned. Such certificate shall be delivered within 30 days of the date of the event triggering return/destruction (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. The only exception to the requirements of this *Section 5.3* is if the Company has express written consent from a student's parent or legal guardian consenting to the maintenance of the covered information. In such case, the Company agrees to send with or in lieu of the written certificate required by this *Section 5.3* written evidence of parental/guardian consent for any data maintained.

5.4 *Authorizations*. The Company agrees to secure individual School District or parent/guardian written authorizations to maintain or use the School District Data in any manner beyond the scope of or after the termination of the Agreement.

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the security, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5.1 In the event of a data breach, the Company agrees to the following: (1) notify the School District by telephone and email within the most expedient time possible and without unreasonable delay, but no later than 24 hours after the determination that a breach has occurred; (2) *a*t the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation, including interviews with Company employees and review of all relevant records; (4) provide the School District within the most expedient time

possible and without unreasonable delay, and in no case later than fifteen (15) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the breach; a description of the covered information that was compromised or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach, including but not limited to reimbursement of costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; fees paid to provide credit monitoring to impacted individuals; legal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications, legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreement and this Addendum and explicitly authorized in writing by the District;

6.1.2 Use information, including persistent unique identifiers, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.3 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

7.1 *Service Levels.* The Company's products or services are provided 24 hours per day, 7 days per week. The Company shall ensure 99.9% up-time, Monday through Friday between 6 a.m. and 6 p.m. US Central Time ("Up-time"). Where Up-time percentage averages less than 99.9% in a calendar month, the School District shall have the right to terminate the Agreement immediately upon written notice to the Company and shall be entitled to a refund of the School District's fees paid for the services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first had access to the Services through the date of termination.

7.2 *Limited Warranty.* For the purposes of this Addendum, a "Defect" is defined as a failure of the Company's product or service to substantially conform to the then-current Company's User Guides materials. For as long as the Agreement is in place, the Company warrants that the Company's products or services will not contain Defects. If the products or services do not perform as warranted, the Company will use reasonable efforts, consistent with industry standards, to cure the Defect in accordance with the Company's then-current support call process. Should the Company be unable to cure the Defect or provide a replacement product within five business days, the School District shall be entitled to a refund of its fees paid for the products or services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first has access to the Company's products or services through the date of termination.

7.3 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.4 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum.

7.5 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.5.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.5.2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.5.3 Automobile liability Insurance with a combined single limit of One Million Dollars ($1,000,000) (only required if Contractor will be on-site);

7.5.4 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.5.5 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of $1,000,000 Each Accident; $1,000,000 Disease – Each Employee; $1,000,000 – Policy Limit; and

7.5.6 Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five Million Dollars ($5,000,000) general aggregate.

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the

waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.6 *Infringement.* The Company warrants that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark, trade secret or other proprietary right of a third party. If the School District's use of the Company's products is restricted as the result of a claim of infringement, the Company shall do one of the following: (i) substitute another equally suitable product or service; (ii) modify the allegedly infringing Company product or service to avoid the infringement; (iii) procure for the School District the right to continue to use the Company product or service free of the restrictions caused by the infringement; or (iv) take back such Company product or service and refund to the School District the fees previously paid for the Company's product or service depreciated on a straight line basis over 12 months and terminate the School District's license to use the Company's product.

7.7 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District. Any provision in the Agreement, except for Section 7.8 of this Addendum, that limits the Company's liability, requires the School District to release the Company for claims the School District may have against the Company is deleted. Further, any provisions requiring the School District to release its class action rights is deleted.

7.8 *Mutual Limitation of Liability.* Neither party will be liable for breach-of-contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.9 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-

added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.10 *Payments*. The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.11 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.12 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.13 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum. Only if the School District agrees to such redaction prior to the execution of the Agreement and this Addendum shall the redaction be made prior to publication.

7.14 *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties.

7.15 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.16 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum. In addition, the School District may terminate this Agreement at any time without cause after providing the Company with 90 days written notice and shall be entitled to reimbursement of all fees previously paid but not yet incurred.

7.17 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.18 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. "*Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

Click or tap here to enter text.

WeVideo is more than video editing. It is a catalyst for learning that enables students and teachers to collaborate while authentically expressing themselves and making an impact on the world.
Through video creation, students are empowered to collaborate, communicate and demonstrate their knowledge in any subject and at every grade level.

Collaborate and achieve shared goals
Manage team projects and observe individual contributions as students collaborate in real time, each from their own device and on their own time, to contribute unique elements and collectively finalize a video project. Students achieve shared goals and develop critical analytic skills through activities such as peer review.
Everything needed to jump right in
WeVideo is built with busy classrooms, and teachers, in mind. No experience is required; just add media to get started. Easy-to-use templates kickstart any project. A library full of music, special effects, and eye-catching graphics enhance projects. If students and teachers can think it, they can do it.
WeVideo Academy online resources help and inspire teachers and students with everything from tutorials and project starters, to successful curriculum ideas, and even complete lesson plans from peers and experts.

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

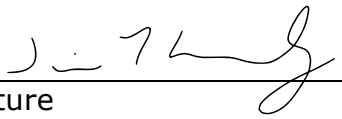
Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	☒
	Other application technology meta data-Please specify: **User agent string**	☒
Application Use Statistics	Meta data on user interaction with application	☒
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, blog entries)	☐
Conduct	Conduct or behavioral data	☐
Demographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, or primary language spoken by student)	☐
	Other demographic information-Please specify:	☐
Enrollment	Student school enrollment	☐
	Student grade level	☐

	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum programs	☐
	Year of graduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
Student Contact Information	Address	☐
	Email	☒
	Phone	☐

Student Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☐
	Student app passwords	☐
Student Name	First and/or Last	☒
Student in App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writing, pictures, etc.	☒
	Other student work data-Please specify:	☐
Transcript	Student course grades	☐
	Student course data	☐
	Student course grades/performance scores	☐
	Other transcript data-Please specify	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐

Other	Please list each additional data element used, stored, or collected by your application:	☐

None	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable.	☐

WeVideo, Inc.	**Community Unit School District 300**
	Susan Harkin A3BB358670EE4AD718B86C5B0A2EAD86 contractworks
Signature	Signature
Jaime Hernandez	
Name	Susan Harkin
Territory Manager	
Title	Chief Operating Officer
02-18-2021	04/28/2021
Date	Date

price quote/proposal

Date: 2/2/2022
Quote Expires: 5/3/2022

remit payment to

WeVideo Inc.
1975 W. El Camino Real - Suite 202
Mountain View, CA 94040
Fax: 408-819-9441
650-800-3403
ar@wevideo.com
po@wevideo.com

customer information:

CUSD 300
Traci Magsamen

traci.magsamen@d300.org
847-551-8344
2550 Harnish Dr.
Algonquin, IL. 60102

WeVideo Contact:
Jaime Hernandez
jaime@wevideo.com

Notes:
Subscription to begin: 9/29/22

Quantity	Product/Description	Unit Base Price	Unit Extended Price	Discount	Line Total
17829 users	WeVideo for Schools Annual Subscription, multi-user license	$9.97	$1.8100	81.85%	$32,270.49
		(price per user)	*(price per user)*		
89145 GB	Storage Capacity: 5 GB storage per user (aggregated)				included
1069740 min/mo.	Export Capacity: 1 hr. publish time per user/per mo. (aggregated)				included
1	Professional Services: OnBoarding (60 min live online)	$350.00	$0.00	100%	$0.00
0	Professional Development Options (teacher/tech training, onsite, online, etc.)				none selected
0	Professional Development, 60 minutes, live online, Cohort of 20	$350			$0
17,829	Mobile App access for iOS and Android devices, all users	$2.99	included	100%	~~$53,308.71~~
				Subtotal	$32,270.49
	Please add applicable sales tax to your purchase order, or provide note of exemption		**<---------- Tax**		N/A
	Quote is valid for terms as stated above and below				
	All prices in United States Dollars ($)		**Total**		$32,270.49

SECTION I - term length and subscription term discount options (CHECK ONE):

				Discount
[ ]	Purchase 12 months/1 year subscription for 17829 users	rate of:	**$32,270.49**	
[ ]	Purchase 24 months/2 year subscription for 17829 users		**$54,859.83**	15%
	[ ] 2 nnual payment:		**$27,429.92**	
[ ]	Purchase 36 months/3 year subscription for 17829 users		**$77,449.18**	20%
	[ ] 3 nnual payment:		**$25,816.39**	
[ ]	Purchase 48 months/4 year subscription for User Range u		**$96,811.47**	25%
	[ ] 4 nnual payment:		**$24,202.87**	
[ ]	Purchase 60 months/5 year subscription for 31-100 users		**$112,946.72**	30%
	[ ] 5 nnual payment:		**$22,589.34**	

**if pre-paying for multi-year license, please take amount above, then add any additional PD or optional items back into total. Or, contact your sales manger.*

SECTION II - is a purchase order required to send an invoice to CUSD 300 (CHECK ONE):

[ ] Yes, a school/district PO is required to invoice our school or district

[ ] No, this signed quote is sufficient to invoice my school (invoice provides information for credit card payment)

SECTION III - professional services

Yes, we are interested in professional development. Please add to your PO - or ask your sales manager to add to quote

[ ] Professional Development, full day, on site **- $3000**

[ ] Professional Development, two day, on site - **$5500**

[ ] Professional Development, 60 minutes, live online, Cohort of 20 - **$350** each

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sale representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

price quote/proposal page 2 of 2

school/district CUSD 300

contact Traci Magsamen

WeVideo contact: Jaime Hernandez jaime@wevideo.com

ar@wevideo.com
sales@wevideo.com
Fax: 408-819-9441
Quote Expires: 3/4/2022

1975 West El Camino Real Suite 202
Mountain View, CA 94040
Ph: 650-800-3403

SECTION IV - COMPLETE **ALL** FIELDS: **REQUIRED IN ORDER TO PROVISION THE LICENSE AND SET UP THE ACCOUNT**

SUBSCRIPTION ASSIGNMENT (WeVideo account admin at school/district)

This is the person to whom the WeVideo account will be provisioned, whomever will be the active license manager.

School/district name _____

WeVideo account admin/owner **Name**
(who will log-in/manage the WeVideo account) _____

Admin/owner **Email** _____

Job title/role _____

Phone Number _____

BILLING INFORMATION

Accounts Payable Contact _____

Accounts Payable Email _____

PROPOSAL ACCEPTANCE

School or district purchase approver

Signature _____

Date _____

Print Name _____

Print Title _____

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sales representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. By signing, you agree to pay amount on this quote when invoiced. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

Print name	*Title*	*Authorized Signature*	*Date*

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

March 18, 2022

Alexa Grimm
PlayPosit
4846 Church Lane
Galesville, Maryland 20765

Via email: alexa@playposit.org

Contract Renewal: PlayPosit District License

Dear Ms. Grimm,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 – 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with PlayPosit for PlayPosit District License for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,
Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **03/21/2022**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Susan Germer
74C3BD7C09BB8BEB74F87D087E0B6615 contractworks **03/21/2022**
Service Provider

Susan Germer **Co-Founder, Executive Director of Partnerships**

SUBSCRIPTION

finance@playposit.org

PlayPosit
finance@playposit.org
PO Box 316, 4846 Church Lane
Galesville, Maryland 20765
United States

Phone: (909)908-8044
Fax: n/a
www.playposit.com

BILL TO
District 300
Anne Pasco

anne.pasco@d300.org

Invoice Number:	262208100-2021
Invoice Date:	February 5, 2021
Payment Due:	July 1, 2021
Amount Due (USD):	**$34,500.00**

Product	Quantity	Price	Amount
PlayPosit District License Annual Subscription 2021-2022 Academic Year Please refer to your 2021 Partnership Proposal for complete details. (District License upgrade includes Playlist Capabilities and PD Access beginning February 2021) AdaptivePosit for Districts & Schools This contract is a direct consequence of the outcomes of PlayPosit's NSF funded Phase I and Phase II Grant activity, especially the capacity for Course Playlist delivery and evidence of increased student engagement through personalized interactive learning based on video complexity.	1	$46,500.00	$46,500.00
Renewal Discount Thank you for continuing your partnership with PlayPosit!	1	($12,000.00)	($12,000.00)
Payment Terms Please note, payment *MUST* be received by the due date OR within 30 days of receiving this invoice. PO's are no longer accepted as a completion of payment by the renewal due date. PlayPosit must confirm receipt of the payment by the renewal date in order to avoid a disruption in your service. Thank you for your cooperation.	0	$0.00	$0.00

SUBSCRIPTION

finance@playposit.org

PlayPosit
finance@playposit.org
PO Box 316, 4846 Church Lane
Galesville, Maryland 20765
United States

Phone: (909)908-8044
Fax: n/a
www.playposit.com

Total:	$34,500.00
Amount Due (USD):	**$34,500.00**

Notes / Terms
NET 30

DISTRICT 300

Community Unit School District 300
and PlayPosit
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between **Community Unit School District 300** (the "School District") and **PlayPosit** (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the attached agreement between the Parties and all current and supplemental terms and conditions, order forms, policies, practices, procedures, and/or other documentation relating to the attached agreement (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.

2. Services and Data Provided

2.1 *Nature of Products or Services Provided.* The Company has agreed to provide the following products and/or services to the School District:

[Complete Appendix A.]

2.2 *School District Data Provided*. To allow the Company to provide the products and/or services described in *Section 2.1*, the School District will provide Student Data to the Company as identified in Exhibit "B."

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum necessary data

for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq*.

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intellectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutory or court-ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.*, requests regarding student records under FERPA or ISSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data*. The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.3.1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official"). The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional service or function for which the school would otherwise use employees and is under the direct control of the school with respect to the use and maintenance of the School District Data. The Company agrees that it

will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end-users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District.

4.3.2 PPRA Requirements. With respect to the Company's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purpose.

4.3.3 COPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and the school system and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data. Those individuals and classes of individuals will be familiar with and bound by this Addendum and relevant law. The Company shall cause each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement to comply with all legal requirements applicable to the School District Data, including but not limited to those outlined in this Agreement and under the relevant law.

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take appropriate administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentiality, and integrity of School District Data. The Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage, and/or transmission.

5.1.1 *Security Procedures and Practices.* The Company agrees that at it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that are consistent with the U.S. Department of Commerce's National Institute of Standards and Technology's Framework for Improving Critical Infrastructure Cybersecurity Version 1.1. and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. 164.312.

5.1.2 *Storage of Data.* The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 *Audit of Safeguards.* The Company shall maintain complete and accurate records of its security measures for School District Data and produce such records to the School District for purposes of audit upon reasonable prior notice during normal business hours. The School District reserves the right at its sole discretion to audit the Company's storage of School District Data at the School District's expense to ensure compliance with the terms of the Agreement and this Addendum.

5.1.4 *Reasonable Methods.* The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law. The School District reserves the right to audit such measures upon reasonable prior notice during business hours.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered information, including, but not limited to, publishing terms of service agreement, privacy policy, or similar document. Any changes the Company may implement with respect to its privacy policies or terms of use documents shall be ineffective and inapplicable with respect to the School District and/or School District Data unless the School District affirmatively consents in writing to be bound by such changes. Access by students or parents/guardians to the Company's programs or services governed by the Agreement and this Addendum or to any School District Data stored by the Company shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Upon expiration of the term of the Agreement, upon the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed for purposes of the Agreement, or upon the School District's request, the Company covenants and agrees that it promptly shall return to the School District all School District Data in the Company's possession and control. If return of the data is not feasible or if the School District agrees, then the Company shall destroy the data. The Company agrees to send a written certificate that the data was properly destroyed or returned. Such certificate shall be delivered within 30 days of the date of the event triggering return/destruction (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. The only exception to the requirements of this *Section 5.3* is if the Company has express written consent from a student's parent or legal guardian consenting to the maintenance of the covered information. In such case, the Company agrees to send with or in lieu of the written certificate required by this *Section 5.3* written evidence of parental/guardian consent for any data maintained.

5.4 *Authorizations*. The Company agrees to secure individual School District or parent/guardian written authorizations to maintain or use the School District Data in any manner beyond the scope of or after the termination of the Agreement.

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the security, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5.1 In the event of a data breach, the Company agrees to the following: (1) notify the School District by telephone and email within the most expedient time possible and without unreasonable delay, but no later than 24 hours after the determination that a breach has occurred; (2) *a*t the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation, including interviews with Company employees and review of all relevant records; (4) provide the School District within the most expedient time possible and without unreasonable delay, and in no case later than fifteen (15) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the breach; a description of the covered information that was compromised

or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach up to the total cost of the contract, including but not limited to reimbursement of costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; fees paid to provide credit monitoring to impacted individuals; legal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreement and this Addendum and explicitly authorized in writing by the District;

6.1.2 Use information, including persistent unique identifiers, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.3 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

7.1 *Service Levels.* The Company's products or services are provided 24 hours per day, 7 days per week. The Company shall ensure 99.5% up-time, Monday through Friday between 6 a.m. and 6 p.m. US Central Time ("Up-time"). Where Up-time percentage averages less than 99.5% in a calendar month, the School District shall have the right to terminate the Agreement immediately upon written notice to the Company and shall be entitled to a refund of the School District's fees paid for the services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first had access to the Services through the date of termination.

7.2 *Limited Warranty.* For the purposes of this Addendum, a "Defect" is defined as a failure of the Company's product or service to substantially conform to the then-current Company's User Guides materials. For as long as the Agreement is in place, the Company warrants that the Company's products or services will not contain Defects. If the products or services do not perform as warranted, the Company will use reasonable efforts, consistent with industry standards, to cure the Defect in accordance with the Company's then-current support call process. Should the Company be unable to cure the Defect or provide a replacement product within five business days, the School District shall be entitled to a refund of its fees paid for the products or services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first has access to the Company's products or services through the date of termination.

7.3 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.4 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum up to the total contract cost.

7.5 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.5.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.5.2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.5.3 Automobile liability Insurance with a combined single limit of One Million Dollars ($1,000,000) (only required if Contractor will be on-site);

7.5.4 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.5.5 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of $1,000,000 Each Accident; $1,000,000 Disease – Each Employee; $1,000,000 – Policy Limit; and

7.5.6 Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five Million Dollars ($5,000,000) general aggregate.

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement

immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.6 *Infringement.* The Company warrants that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark, trade secret or other proprietary right of a third party. If the School District's use of the Company's products is restricted as the result of a claim of infringement, the Company shall do one of the following: (i) substitute another equally suitable product or service; (ii) modify the allegedly infringing Company product or service to avoid the infringement; (iii) procure for the School District the right to continue to use the Company product or service free of the restrictions caused by the infringement; or (iv) take back such Company product or service and refund to the School District the fees previously paid for the Company's product or service depreciated on a straight line basis over 12 months and terminate the School District's license to use the Company's product.

7.7 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District. Any provision in the Agreement, except for Section 7.8 of this Addendum, that limits the Company's liability, requires the School District to release the Company for claims the School District may have against the Company is deleted. Further, any provisions requiring the School District to release its class action rights is deleted.

7.8 *Mutual Limitation of Liability.* Neither party will be liable for breach-of-contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.9 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.10 *Payments*. The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest

payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.11 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.12 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.13 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum. Only if the School District agrees to such redaction prior to the execution of the Agreement and this Addendum shall the redaction be made prior to publication.

7.14 *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties.

7.15 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.16 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum. In addition, the School District may terminate this Agreement at any time without cause after providing the Company with 90 days written notice and shall be entitled to reimbursement of all fees previously paid but not yet incurred.

7.17 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.18 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. "*Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

A SAAS product offering an instructional design platform to create and assign interactive video based lessons.

DISTRICT 300

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	X
	Other application technology meta data-Please specify:	☐
Application Use Statistics	Meta data on user interaction with application	X
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, blog entries)	☐
Conduct	Conduct or behavioral data	☐
Demographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, or primary language spoken by student)	☐
	Other demographic information-Please specify:	☐

Enrollment	Student school enrollment	☐
	Student grade level	☐
	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum programs	☐
	Year of graduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐

Student Contact Information	Address	☐
	Email	X
	Phone	☐
Student Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☐
	Student app passwords	☐
Student Name	First and/or Last	X
Student in App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	X
Student work	Student generated content; writing, pictures, etc.	X
	Other student work data-Please specify: ***To the extent enabled by the Instructor User: video and/or audio recording.***	X
Transcript	Student course grades	☐
	Student course data	☐
	Student course grades/performance scores	☐
	Other transcript data-Please specify ***To the extent of the student bulb in the PlayPosit environment only (individual pieces of content and not the entire course score).***	X
Transportation	Student bus assignment	☐

	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐
Other	Please list each additional data element used, stored, or collected by your application***: Click-stream data, User-generated content***	X

None	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable.	☐

DISTRICT 300

PlayPosit	**Community Unit School District 300**
Signature	Susan Harkin A3BB358670FE4AD718B86C5B0A2FAD86 contractworks Signature
Susan Germer Name	Susan Harkin
Co-Founder, Executive Director Title	Chief Operating Officer
02-26-2021 Date	**04/28/2021** Date

SUBSCRIPTION QUOTE

finance@playposit.org

PlayPosit
finance@playposit.org
PO Box 316, 4846 Church Lane
Galesville, Maryland 20765
United States

Phone: (909)908-8044
Fax: n/a
www.playposit.com

BILL TO
Community Unit School District 300
Anne Pasco
accounts.payable@d300.org
2550 Harnish Drive
Algonquin, Illinois 60102
United States

anne.pasco@d300.org

Invoice Number:	262208100-2022
Invoice Date:	February 1, 2022
Payment Due:	June 30, 2022
Amount Due (USD):	**$34,500.00**

Product	Quantity	Price	Amount
PlayPosit District License Annual Subscription 2022-2023 Academic Year Please refer to your 2022 Partnership Proposal for complete details.	1	$34,500.00	$34,500.00
Payment Terms Please note, payment *MUST* be received by the due date OR within 30 days of receiving this invoice by Check or ACH. PlayPosit must confirm receipt of the payment by the renewal date in order to avoid a disruption in your service. Thank you for your cooperation.	1	$0.00	$0.00

Total:	$34,500.00
Amount Due (USD):	**$34,500.00**

Notes / Terms
NET 30

ACH transfers to PLAYPOSIT, INC. account #325055024790 routing #121000358. If you need an alternative payment method, please contact finance@playposit.org *Please note : All CC payments are subject to 3% processing fee

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

March 13, 2023

Jean Linde
World Book Inc.
180 N LaSalle St., Suite 900
Chicago, IL 60601

Via email: jalinde@worldbook.com

Contract Renewal: Children's Differentiated Pkg Library

Dear Ms. Linde,

On April 26, 2022, the Community Unit School District 300 Board of Education approved the renewal of our contract with World Book Inc. The original contract was dated April 28, 2021. District 300 would like to extend the current contract referencing the subscriptions noted on the attached quote number 00089864. The total value of this contract extension is $10,302.60 for September 7, 2023 to September 6, 2024.

If your firm agrees to maintain the master agreement terms, the Student Data Privacy Addendum, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Monday, March 20, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-22**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Donald D. Keller 3-20-2023
Service Provider Vice-President, Finance
World Book, Inc.
180 N. LaSalle St., Suite 900
Chicago, IL 60601

Sales Quotation

World Book Inc.
180 N LaSalle Street, Suite 900
Chicago, IL 60601
Phone: (800) 975-3250
Fax: (888) 922-3766
http://www.worldbook.com

Quote Details

Presented By:	Jean Linde	Quote Number	00089864
Title	Customer Success Specialist	Valid Until Date	9/6/2023
Email	jalinde@worldbook.com	WB Acct No	N3105

Bill To Name	Community Unit School District 300	Ship To Name	Community Unit School District 300
Bill To	2550 Harnish Dr Algonquin, Illinois 60102 United States	Ship To	2550 Harnish Dr Algonquin, Illinois 60102 United States

SKU	Product	Quantity	Sales Price	Subtotal
O32XL	Online- Children's Differentiated Pkg Library	1.00	USD 10,302.60	USD 10,302.60

Subtotal	USD 10,302.60
Grand Total	USD 10,302.60

Payment Option

__Invoice the Institution listed above
Purchase Order Required?
__Yes, Purchase Order #:_____
__No

__Check or Money Order
Make Checks payable to World Book Inc.

__Credit Card
World Book accepts most Credit Cards. Enter your contact information and you will be contacted to complete your transaction.

_____
Print Name

_____
Phone

Order Instruction

To place an order:
1. Fax to (888) 922-3766, or
2. Mail to: World Book, Inc. Attn: Order Processing 180 N LaSalle Street, Sulte 900 Chicago, IL 60601

Terms & Condition

Standard Shipping & Handling Is Included in all prices. School / Library orders directly billed or under a purchase order are net 30 days from date of Invoice. Taxes will apply unless valid Tax Exemption ID is provided. This order is subject to acceptance in Chicago, IL. For full Terms and Conditions see http://worldbook.com/terms-conditions.

Signature

I confirm that I am authorized by the above Institution to make this purchase and that the institution will be responsible for the balance due in accordance with the terms specified.

Authorized Signature _____
Print Name _____
Date _____

Conin111nity Unit School District

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

March 18, 2022

Jean Linde
World Book Inc.
180 N LaSalle St., Suite 900
Chicago, IL 60601

Via email: jalinde@worldbook.com

Contract Renewal: Children's Differentiated Pkg Library

Dear Ms. Linde,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 7/1/2022 - 6/30/2023. On April 27, 2021 the Board of Education originally approved a contract with World Book Inc. for Children's Differentiated Pkg Library for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the pricing as shown plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

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

Sincerely,
Di-IU!L C. *ft*
8375D43E716D90C09E2DBCBD5C76FBD7 contract works **2022-03-25**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Donald' D. Keller 3-24-2022
Service Provider
Vice-President, Finance

World Book, Inc.
180 N. LaSalle Street, Suite *900*
Chicago, IL 60601

Sales Quotation

World Book Inc.
180 N LaSalle Street, Suite 900
Chicago, IL 60601
Phone: (800) 975-3250
Fax: (888) 922-3766
http://www.worldbook.com

Quote Details

Presented By:	Jean Linde	Quote Number	00080239
Title	Customer Success Specialist	Valid Until Date	9/6/2022
Email	jalinde@worldbook.com	WB Acct No	N3105

Bill To Name	Community Unit School District 300	Ship To Name	Community Unit School District 300
Bill To	2550 Harnish Dr. Algonquin, Illinois 60102 United States	Ship To	2550 Harnish Dr. Algonquin, Illinois 60102 United States

SKU	Product	Quantity	Sales Price	Subtotal
O32XL	Online- Children's Differentiated Pkg Library	1.00	USD 9,812.00	USD 9,812.00

Subtotal	USD 9,812.00
Grand Total	USD 9,812.00

Notes

Subscription dates run from September 6, 2022-September 6, 2023.

Payment Option

__Invoice the Institution listed above
Purchase Order Required?
__Yes, Purchase Order #:_____
__No

__Check or Money Order
Make Checks payable to World Book Inc.

__Credit Card
World Book accepts most Credit Cards. Enter your contact information and you will be contacted to complete your transaction.

_____
Print Name

_____
Phone

Order Instruction

To place an order:
1. Fax to (888) 922-3766, or
2. Mail to: World Book, Inc. Attn: Order Processing 180 N LaSalle Street, Sulte 900 Chicago, IL 60601

Terms & Condition

Standard Shipping & Handling Is Included in all prices. Prices are subject to change without notice. School / Library orders directly billed or under a purchase order are net 30 days form date of Invoice. Taxes will apply unless valid Tax Exemption ID is provided. This order is subject to acceptance in Chicago, IL. For full Terms and Conditions see http://worldbook.com/terms-conditions.

Signature

I confirm that I am authorized by the above Institution to make this purchase and that the institution will be responsible for the balance due in accordance with the terms specified.

Authorized Signature _____
Print Name _____
Date _____

Sales Quotation

World Book Inc.
180 N LaSalle Street, Suite 900
Chicago, IL 60601
Phone: (800) 975-3250
Fax: (888) 922-3766
http://www.worldbook.com

Quote Details

Presented By:	Jennifer Peterson	Quotation Date	2/16/2021
Title	Customer Success Specialist	Valid Until Date	9/3/2021
Phone	312-729-5886	WB Acct No	N3105
Email	jennifer.peterson@worldbook.com		

Bill To Name	Community Unit School District 300	Ship To Name	Community Unit School District 300
Bill To	2550 Harnish Dr. Algonquin, Illinois 60102 United States	Ship To	2550 Harnish Dr. Algonquin, Illinois 60102 United States

SKU	Product	Quantity	Sales Price	Subtotal
O32XL	Online- Children's Differentiated Pkg Library	1.00	USD 9,345.00	USD 9,345.00

Subtotal	USD 9,345.00
Grand Total	USD 9,345.00

Notes

Subscription dates September 6, 2021-September 6, 2022. Please send purchase orders to jennifer.peterson@worldbook.com. For inquiries please call 312-729-5886. Thank you.

Payment Option

__Invoice the Institution listed above
Purchase Order Required?
__Yes, Purchase Order #:_____
__No

__Check or Money Order
Make Checks payable to World Book Inc.

__Credit Card
World Book accepts most Credit Cards. Enter your contact information and you will be contacted to complete your transaction.

_____
Print Name

_____
Phone

Order Instruction

To place an order:
1. Fax to (888) 922-3766, or
2. Mail to: World Book, Inc. Attn: Order Processing 180 N LaSalle Street, Sulte 900 Chicago, IL 60601

Terms & Condition

Standard Shipping & Handling Is Included in all prices. Prices are subject to change without notice. School / Library orders directly billed or under a purchase order are net 30 days form date of Invoice. Taxes will apply unless valid Tax Exemption ID is provided. This order is subject to acceptance in Chicago, IL. For full Terms and Conditions see http://worldbook.com/terms-conditions.

Signature

I confirm that I am authorized by the above Institution to make this purchase and that the institution will be responsible for the balance due in accordance with the terms specified.

Authorized Signature _____
Print Name _____
Date _____

Community Unit School District 300
and World Book
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between **Community Unit School District 300** (the "School District") and **World Book** (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the attached agreement between the Parties and all current and supplemental terms and conditions, order forms, policies, practices, procedures, and/or other documentation relating to the attached agreement (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.

2. Services and Data Provided

2.1 *Nature of Products or Services Pro vided.* The Company has agreed to provide the following products and/or services to the School District :

[Complete Appendix A.]

2.2 *School District Data Provided.* To allow the Company to provide the products and/or services described in *Section 2.1,* the School District will provide Student Data to the Company as identified in Exibit "B".

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum necessary data

for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq.*

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intell ectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutorily or court ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.,* requests regarding student records under FERPA or I SSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data.* The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.31 1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official") . The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional service or function for which the school would otherwise use employees and is under the direct control of the school with respect to the use and maintenance of the School District Data. The Company agrees that it

will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District.

4.3.2 PPRA Requirements. With respect to the Company 's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating , or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purpose.

4.3.3 COPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and for the school system, and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data and that those individuals and classes of individuals will be familiar with and bound by this Addendum and relevant law. The Company shall cause each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement to comply with all legal requirements applicable to the School District Data, including but not limited to those outlined in this Agreement and under relevant law.

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take appropriate administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentialit y, and integrity of School District Data. The Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage and/or transmission.

5.1.1 *Security Procedures and Practices.* The Company agrees that at it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that are consistent with the U.S. Department of Commerce's National Institute of Standards and Technology's Framework for Improving Critical Infrastructure Cybersecurity Version 1.1. and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. **164.312.**

5.1.2 *Storage of Data.* The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 *Audit of Safeguards.* The Company shall maintain complete and accurate records of its security measures for School District Data and produce such records to the School District for purposes of audit upon reasonable prior notice during normal business hours. The School District reserves the right at its sole discretion to audit the Company's storage of School District Data at the School District's expense to ensur e compliance with the terms of the Agreement and this Addendum.

5.1.4 *Reasonable Methods.* The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law. The School District reserves the right to audit such measures upon reasonable prior notice during business hours.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered inform ati on, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document. Any changes the Company may implement with respect to its privacy policies or terms of use documents shall be ineffective and inapplicable with respect to the School District and/ or School District Data unless the School District affirmatively consents in writing to be bound by such changes. Access by students or parents/guardians to the Company's programs or services governed by the Agreement and this Addendum or to any School District Data stored by the Company shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Upon expiration of the term of the Agreement, upon the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed for purposes of the Agreement, or upon the School District's request, the Company covenants and agrees that it promptly shall return to the School District all School District Data in the Company's possession and control. If return of the data is not feasible or if the School District agrees, then the Company shall destroy the data. The Company agrees to send a written certificate that the data was properly destroyed or returned. Such certificate shall be delivered within 30 days of the date of the event triggering return/destruction (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. The only exception to the requirements of this *Section 5.3* is if the Company has express written consent from a student's parent or legal guardian consenting to the maintenance of the covered information. In such case, the Company agrees to send with or in lieu of the written certificate required by this *Section 5.3* written evidence of parental/guardian consent for any data maintained.

5.4 *Authorizations.* The Company agrees to secure individual School District or parent/guardian written authorizations to maintain or use the School District Data in any manner beyond the scope of or after the termination of the Agreement.

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the securit y, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5*1* *1* In the event of a data breach, the Company agrees to the following: **(1)** notify the School District by telephone and email within the most expedient time possible and without unreasonable delay, but no later than 24 hours after the determination that a breach has occurred; (2) *at* the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation, including interviews with Company employees and review of all relevant records; (4) provide the School District within the most expedient time possible and without unreasonable delay, and in no case later than fifteen (15) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the breach; a description of the covered information that was compromised

or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach, including but not limited to reimbursement of costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; fees paid to provide credit monitoring to impacted individuals; legal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications, legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/ 5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreem ent and this Addendum and explicitly authorized in writing by the District;

6.1.2 Use information, including persistent unique identifiers, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.3 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

7.1 *Service Levels.* The Company's products or services are provided 24 hours per day, 7 days per week. The Company shall ensure 99.9% up-time, Monday through Friday between 6 a.m. and 6 p.m. US Central Time ("Up-time"). Where Up-time percentage averages less than 99.9% in a calendar month, the School District shall have the right to terminate the Agreement immediately upon written notice to the Company and shall be entitled to a refund of the School District's fees paid for the services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first had access to the Services through the date of termination.

7.2 *Limited Warranty.* For the purposes of this Addendum, a "Defect" is defined as a failure of the Company's product or service to substantially conform to the then-current Company's User Guides materials. For as long as the Agreement is in place, the Company warrants that the Company's products or services will not contain Defects. If the products or services do not perform as warranted, the Company will use reasonable efforts, consistent with industry standards, to cure the Defect in accordance with the Company's then-current support call process. Should the Company be unable to cure the Defect or provide a replacement product within five business days, the School District shall be entitled to a refund of its fees paid for the products or services, as depreciated on a straight-line basis over a 12-month period commencing on the date the School District first has access to the Company's products or services through the date of termination.

7.3 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.4 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum .

7.5 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.5.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.5.2 2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.5.3 Automobile liability Insurance with a combined single limit of One Million Dollars ($1,000,000) (only required if Contractor will be on-site);

7.5.4 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.5.5 .5 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of
$1,000,000 Each Accident; $1,000,000 Disease - Each Employee; $1,000,000 - Policy Limit; and

7.5.6 Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five Million Dollars ($5,000,000) general aggregate.

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement

immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.6 *I nfringem ent.* The Company warrants that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark , trade secret or other proprietary right of a third party. If the School District's use of the Company's products is restricted as the result of a claim of infringement, the Company shall do one of the following: (i) substitute another equally suitable product or service; (ii) modify the allegedly infringing Com pany product or service to avoid the infringement; (iii) procure for the School District the right to continue to use the Company product or service free of the restrictions caused by the infringement; or (iv) take back such Company product or service and refund to the School District the fees previously paid for the Company's product or service depreciated on a straight line basis over 12 months and terminate the School District's license to use the Company's product.

7.7 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District. Any provision in the Agreement, except for Section 7.8 of this Addendum, that limits the Company's liability, requires the School District to release the Company for claims the School District may have against the Company is deleted. Further, any provisions requiring the School District to release its class action rights is deleted.

7.8 *Mutual Limitation of Liability.* Neither party will be liable for breach-of- contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.9 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.10 *Payments.* The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest

payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.11 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.12 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.13 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum. Only if the School District agrees to such redaction prior to the execution of the Agreement and this Addendum shall the redaction be made prior to publication.

7.14 *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County , Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties.

7.15 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.16 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum. In addit ion, the School District may terminate this Agreement at any time without cause alter providing the Company with 90 days written notice and shall be entitled to reimbursement of all fees previously paid but not yet incurred.

7.17 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.18 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. *"Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

World **Book** Digital Prc;>ducts
World Book Mobile
World Book Kids
World **Book** Student
World **Book** Discover
Enciclopedia Estudiantil Hallazgos
Early Learning
World Book Timelines

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

of Data	Elements	Check If Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	IZI
	Other application technology meta data-Please specify:	☐
Application Use Statistics	Meta data on user interaction with application	IZI
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, bloq entries)	☐
Conduct	Conduct or behavioral data	☐
Demographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, or primary language spoken by student)	☐
	Other demographic information-Please specify:	☐
Enrollment	Student school enrollment	☐
	Student qrade level	☐

	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum proqrams	☐
	Year of araduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link oarents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	Enqlish lanQuaae learner information	☐
	Low income status	☐
	Medical alerts/health data	☐
	Student disability information	☐
	Soecialized education services (IEP or 504)	☐
	Livinq situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
Student Contact Information	Address	☐
	Email OPTIONAL - Student's choice to Provide	
	Phone	☐

Student Identifiers	Local (School district) ID number	☐
	State ID number	☐
	Provider/App assiqned student ID number	☐
	Student *aJ)p* username	☐
	Student aJ)l) _2asswords	☐
Student Name	First and/or Last. OPTIONAL - Student's Choice to Provide	
Student in App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writinq, pictures, etc.	☐
	Other student work data-Please specify:	☐
Transcript	Student course qrades	☐
	Student course data	☐
	Student course qrades/performance scores	☐
	Other transcript data-Please specify	☐
Transportation	Student bus assiqnment	☐
	Student pick UJ) and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐

Other	Please list each additional data element used, stored, or collected by your application:	☐

None	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable .	☐

World Book, Inc.	Community Unit School District 300
Sig	,JU4-(Ut, *tio.,;Ju,n,* A3BB358670FE4AD718B86C5B0A2FAD86 contract works. Signature
Donald D. Keller	
Name	Susan Harkin
Vice -Pres ident, Finance	
Title	Chief Operating Officer
February 15, 2021	**04/28/2021**
Date	Date

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

March 28, 2023

Kaitlin Bradley
Bluum of Minnesota
1771 Energy Park Drive
St. Paul, MN 55108

Via email:

Contract Renewal: Bluum licenses – MFG zSpace

Dear Ms. Bradley,

District 300 would like to extend the current contract referencing the attached quote #263517. The total value of this contract extension is $15,750.00 for July 1, 2023 to June 30, 2024.

This extension includes and acknowledges the attached Exhibit E – General Offer of Privacy Terms signed by Joseph Powers, CFO, zSpace Inc. and the IL-NDPA v1.0a for Community Consolidated School District #93.

If your firm agrees to maintain these master agreement terms, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Wednesday, March 29, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-28**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Kaitlin Bradley
B5AA5D3286D1E2C2BA3622F543574831 contractworks **2023-03-28**
Service Provider

Kaitlin Bradley **Account Executive**

Quote

#263517

03/22/2023

Bluum of Minnesota
1771 Energy Park Drive
Suite 100
St. Paul MN 55108
800-933-7337 | 612-331-5500
www.bluum.com

Bill To
119855 Community Unit School District 300
2550 HARNISH DR
ALGONQUIN IL 60102

Ship To
Community Unit School District 300 - IL
2550 Harnish Dr
Algonquin IL 60102

Memo:
7/1/2023 through 6/30/2024

Expires	Sales Rep	Contract	Terms
04/28/2023	924 Kaitlin Bradley		Net 30

Qty	Item	MFG	Price	Ext. Price
15	**EDU-SW-CSA-LT-02-12** LT SW License: VIVED Science	zSpace	$250.00	$3,750.00
15	**EDU-SW-PSC-LT-02-12** SW License: zSpace's Newton's Park, Franklin's Lab, Euclid's Shapes, Martian Math*, and zSpace Experiences (*Martian Math will be available Q4, 2022)	zSpace	$300.00	$4,500.00
15	**EDU-SW-VBD-LT-02-12** SW License: Visible Body+ (including Biology and Human Anatomy Atlas) for zSpace (available Q4-2022)	zSpace	$500.00	$7,500.00

****Bluum provides professional development from former educators who are committed to providing world class instructional training. With the purchase of educational technology, we recommend including PD to ensure effective adoption. Ask about our getting started package, 3-hour remote and 6-hour onsite training.**

Subtotal	$15,750.00
Tax Total	$0.00
Shipping Cost	$0.00
Total	$15,750.00

263517

Quote

#263517

Bluum of Minnesota
1771 Energy Park Drive
Suite 100
St. Paul MN 55108
800-933-7337 | 612-331-5500
www.bluum.com

03/22/2023

To accept this quotation, sign here : _____

This document is subject to the terms and conditions found here: www.bluum.com/terms-conditions
If accepting this quote via purchase order please reference this quote number on your PO. To order via credit card please contact customer service at 800-933-7337.
Pricing Adjustments as it Relates to Tariffs: If/When international tariff changes impact any product(s) included in this quote, Bluum reserves the right to adjust or cancel this quote.
Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods.
Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit.
Returns require an authorization number and must be made within 30 days.
Custom orders and “Consumables”, such as projector lamps, may not be returned.
Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty.
Restocking fees varying depending on the product line, expect a minimum charge of 25%.

263517

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and Community Consolidated School District #93 ("Originating LEA") which is dated 05/04/2021 6/3/21, to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form. Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following email address: RFP@zSpace.com.

PROVIDER: ZSPACE, INC.

BY: DocuSigned by: Joseph Powers 9A1252CC2D1D4B5... Date: June 3, 2021

Printed Name: Joseph Powers Title/Position: CFO

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the Community Consolidated School District #93 and Z-Space

**PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

Subscribing LEA: Jennifer Porter

BY: B286855FF728A002A6B185572D79A17D contractworks Date: 2022-09-23

Printed Name: Jennifer Porter Title/Position: Chief Financial Officer

SCHOOL DISTRICT NAME: Community Unit School District 300

DESIGNATED REPRESENTATIVE OF LEA:

Name: John Hummel

Title: Chief Technology Officer

Address: 2550 Harnish Drive, Algonquin Il 60102

Telephone Number: 847-551-8300

Email: john.hummel@d300.org

Standard Student Data Privacy Agreement

IL-NDPA v1.0a

School District or LEA

Community Consolidated School District #93

and

Provider

ZSPACE, INC.
06/03/2021

This Student Data Privacy Agreement ("**DPA**") is entered into on the date of full execution (the "**Effective Date**") and is entered into by and between:

[Community Consolidated School District #93]; located at [230 Covington Dr Bloomingdale, IL 60108] (the "**Local Education Agency**" or "**LEA**") and

[zSpace, Inc.]located at [2050 Gateway Pl. Ste 100-302, San Jose, Ca 95110 (the "**Provider**").

WHEREAS, the Provider is providing educational or digital services to LEA.

WHEREAS, the Provider and LEA recognize the need to protect personally identifiable student information and other regulated data exchanged between them as required by applicable laws and regulations, such as the Family Educational Rights and Privacy Act ("**FERPA**") at 20 U.S.C. § 1232g (34 CFR Part 99); the Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. § 6501-6506 (16 CFR Part 312), applicable state privacy laws and regulations and

WHEREAS, the Provider and LEA desire to enter into this DPA for the purpose of establishing their respective obligations and duties in order to comply with applicable laws and regulations.

NOW THEREFORE, for good and valuable consideration, LEA and Provider agree as follows:

1. A description of the Services to be provided, the categories of Student Data that may be provided by LEA to Provider, and other information specific to this DPA are contained in the Standard Clauses hereto.

2. **Special Provisions.** ***Check if Required***

   ☑ If checked, the Supplemental State Terms and attached hereto as **Exhibit "G"** are hereby incorporated by reference into this DPA in their entirety.

   ☐ If checked, LEA and Provider agree to the additional terms or modifications set forth in **Exhibit "H". (Optional)**

   ☑ If Checked, the Provider, has signed **Exhibit "E"** to the Standard Clauses, otherwise known as General Offer of Privacy Terms

3. In the event of a conflict between the SDPC Standard Clauses, the State or Special Provisions will control. In the event there is conflict between the terms of the DPA and any other writing, including, but not limited to the Service Agreement and Provider Terms of Service or Privacy Policy the terms of this DPA shall control.

4. This DPA shall stay in effect for three years. Exhibit E will expire 3 years from the date the original DPA was signed.

5. The services to be provided by Provider to LEA pursuant to this DPA are detailed in **Exhibit "A"** (the "**Services**").

6. **Notices**. All notices or other communication required or permitted to be given hereunder may be given via e-mail transmission, or first-class mail, sent to the designated representatives below.

The designated representative for the LEA for this DPA is:

Name: Karen Ladendorf Title: Director of Innovation & Technology

Address: 230 Covington Dr Bloomingdale, IL 60108

Phone: 630-539-3149 Email: ladendk@ccsd93.com

The designated representative for the Provider for this DPA is:

Name: Joseph Powers Title: CFO

Address: 2050 Gateway Place, Suite 100-302, San Jose, CA 95110

Phone: 408/410-7478 Email: RFP@zSpace.com

IN WITNESS WHEREOF, LEA and Provider execute this DPA as of the Effective Date.

LEA: Community Consolidated School District #93

By: _____ Date: 05/04/2021

Printed Name: Karen Ladendorf Title/Position: Director of Innovation & Technology

Provider: ZSPACE, INC.

By: DocuSigned by: Joseph Powers 9A1252CC2D1D4B5... Date: 06/03/2021

Printed Name: Joseph Powers Title/Position: CFO

STANDARD CLAUSES
Version 1.0

ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of DPA**. The purpose of this DPA is to describe the duties and responsibilities to protect Student Data including compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. In performing these services, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA, with respect to its use of Student Data

2. **Student Data to Be Provided**. In order to perform the Services described above, LEA shall provide Student Data as identified in the Schedule of Data, attached hereto as **Exhibit "B"**.

3. **DPA Definitions**. The definition of terms used in this DPA is found in **Exhibit "C".** In the event of a conflict, definitions used in this DPA shall prevail over terms used in any other writing, including, but not limited to the Service Agreement, Terms of Service, Privacy Policies etc.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA**. All Student Data transmitted to the Provider pursuant to the Service Agreement is and will continue to be the property of and under the control of the LEA. The Provider further acknowledges and agrees that all copies of such Student Data transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this DPA in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Service Agreement, shall remain the exclusive property of the LEA. For the purposes of FERPA, the Provider shall be considered a School Official, under the control and direction of the LEA as it pertains to the use of Student Data, notwithstanding the above.

2. **Parent Access**. To the extent required by law the LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Education Records and/or Student Data correct erroneous information, and procedures for the transfer of student-generated content to a personal account, consistent with the functionality of services. Provider shall respond in a reasonably timely manner (and no later than forty five (45) days from the date of the request or pursuant to the time frame required under state law for an LEA to respond to a parent or student, whichever is sooner) to the LEA's request for Student Data in a student's records held by the Provider to view or correct as necessary. In the event that a parent of a student or other individual contacts the Provider to review any of the Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.

3. **Separate Account**. If Student-Generated Content is stored or maintained by the Provider, Provider shall, at the request of the LEA, transfer, or provide a mechanism for the LEA to transfer, said Student-Generated Content to a separate account created by the student.

4. **Law Enforcement Requests**. Should law enforcement or other government entities ("Requesting Party(ies)") contact Provider with a request for Student Data held by the Provider pursuant to the Services, the Provider shall notify the LEA in advance of a compelled disclosure to the Requesting Party, unless lawfully directed by the Requesting Party not to inform the LEA of the request.

5. **Subprocessors**. Provider shall enter into written agreements with all Subprocessors performing functions for the Provider in order for the Provider to provide the Services pursuant to the Service Agreement, whereby the Subprocessors agree to protect Student Data in a manner no less stringent than the terms of this DPA.

ARTICLE III: DUTIES OF LEA

1. **Provide Data in Compliance with Applicable Laws**. LEA shall provide Student Data for the purposes of obtaining the Services in compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time.

2. **Annual Notification of Rights**. If the LEA has a policy of disclosing Education Records and/or Student Data under FERPA (34 CFR § 99.31(a)(1)), LEA shall include a specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest in its annual notification of rights.

3. **Reasonable Precautions**. LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted Student Data.

4. **Unauthorized Access Notification**. LEA shall notify Provider promptly of any known unauthorized access. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.

ARTICLE IV: DUTIES OF PROVIDER

1. **Privacy Compliance**. The Provider shall comply with all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time.

2. **Authorized Use**. The Student Data shared pursuant to the Service Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services outlined in Exhibit A or stated in the Service Agreement and/or otherwise authorized under the statutes referred to herein this DPA.

3. **Provider Employee Obligation**. Provider shall require all of Provider's employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect to the Student Data shared under the Service Agreement. Provider agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Student Data pursuant to the Service Agreement.

4. **No Disclosure**. Provider acknowledges and agrees that it shall not make any re-disclosure of any Student Data or any portion thereof, including without limitation, user content or other non-public information and/or personally identifiable information contained in the Student Data other than as directed or

permitted by the LEA or this DPA. This prohibition against disclosure shall not apply to aggregate summaries of De-Identified information, Student Data disclosed pursuant to a lawfully issued subpoena or other legal process, or to subprocessors performing services on behalf of the Provider pursuant to this DPA. Provider will not Sell Student Data to any third party.

5. **De-Identified Data**: Provider agrees not to attempt to re-identify de-identified Student Data. De-Identified Data may be used by the Provider for those purposes allowed under FERPA and the following purposes: (1) assisting the LEA or other governmental agencies in conducting research and other studies; and (2) research and development of the Provider's educational sites, services, or applications, and to demonstrate the effectiveness of the Services; and (3) for adaptive learning purpose and for customized student learning. Provider's use of De-Identified Data shall survive termination of this DPA or any request by LEA to return or destroy Student Data. Except for Subprocessors, Provider agrees not to transfer de-identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to the LEA who has provided prior written consent for such transfer. Prior to publishing any document that names the LEA explicitly or indirectly, the Provider shall obtain the LEA's written approval of the manner in which de-identified data is presented.

6. **Disposition of Data**. Upon written request from the LEA, Provider shall dispose of or provide a mechanism for the LEA to transfer Student Data obtained under the Service Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree. Upon termination of this DPA, if no written request from the LEA is received, Provider shall dispose of all Student Data after providing the LEA with reasonable prior notice. The duty to dispose of Student Data shall not extend to Student Data that had been De-Identified or placed in a separate student account pursuant to section II 3. The LEA may employ a "Directive for Disposition of Data" form, a copy of which is attached hereto as **Exhibit "D"**. If the LEA and Provider employ Exhibit "D," no further written request or notice is required on the part of either party prior to the disposition of Student Data described in Exhibit "D.

7. **Advertising Limitations.** Provider is prohibited from using, disclosing, or selling Student Data to (a) inform, influence, or enable Targeted Advertising; or (b) develop a profile of a student, family member/guardian or group, for any purpose other than providing the Service to LEA. This section does not prohibit Provider from using Student Data (i) for adaptive learning or customized student learning (including generating personalized learning recommendations); or (ii) to make product recommendations to teachers or LEA employees; or (iii) to notify account holders about new education product updates, features, or services or from otherwise using Student Data as permitted in this DPA and its accompanying exhibits

ARTICLE V: DATA PROVISIONS

1. **Data Storage**. Where required by applicable law, Student Data shall be stored within the United States. Upon request of the LEA, Provider will provide a list of the locations where Student Data is stored.

2. **Audits.** No more than once a year, or following unauthorized access, upon receipt of a written request from the LEA with at least ten (10) business days' notice and upon the execution of an appropriate confidentiality agreement, the Provider will allow the LEA to audit the security and privacy measures that are in place to ensure protection of Student Data or any portion thereof as it pertains to the delivery of services to the LEA . The Provider will cooperate reasonably with the LEA and any local, state, or federal

agency with oversight authority or jurisdiction in connection with any audit or investigation of the Provider and/or delivery of Services to students and/or LEA, and shall provide reasonable access to the Provider's facilities, staff, agents and LEA's Student Data and all records pertaining to the Provider, LEA and delivery of Services to the LEA. Failure to reasonably cooperate shall be deemed a material breach of the DPA.

3. **Data Security**. The Provider agrees to utilize administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Provider shall adhere to any applicable law relating to data security. The provider shall implement an adequate Cybersecurity Framework based on one of the nationally recognized standards set forth set forth in **Exhibit "F"**. Exclusions, variations, or exemptions to the identified Cybersecurity Framework must be detailed in an attachment to **Exhibit "H"**. Additionally, Provider may choose to further detail its security programs and measures that augment or are in addition to the Cybersecurity Framework in **Exhibit "F"**. Provider shall provide, in the Standard Schedule to the DPA, contact information of an employee who LEA may contact if there are any data security concerns or questions.

4. **Data Breach**. In the event of an unauthorized release, disclosure or acquisition of Student Data that compromises the security, confidentiality or integrity of the Student Data maintained by the Provider the Provider shall provide notification to LEA within seventy-two (72) hours of confirmation of the incident, unless notification within this time limit would disrupt investigation of the incident by law enforcement. In such an event, notification shall be made within a reasonable time after the incident. Provider shall follow the following process:

(1) The security breach notification described above shall include, at a minimum, the following information to the extent known by the Provider and as it becomes available:

i. The name and contact information of the reporting LEA subject to this section.
ii. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.
iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice.
iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided; and
v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.

(2) Provider agrees to adhere to all federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.

(3) Provider further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident or unauthorized acquisition or use of Student Data or any portion thereof, including personally identifiable information and agrees to provide LEA, upon request, with a summary of said written incident response plan.

(4) LEA shall provide notice and facts surrounding the breach to the affected students, parents or guardians.

(5) In the event of a breach originating from LEA's use of the Service, Provider shall cooperate with LEA to the extent necessary to expeditiously secure Student Data.

ARTICLE VI: GENERAL OFFER OF TERMS

Provider may, by signing the attached form of "General Offer of Privacy Terms" (General Offer, attached hereto as **Exhibit "E"**), be bound by the terms of **Exhibit "E"** to any other LEA who signs the acceptance on said Exhibit. The form is limited by the terms and conditions described therein.

ARTICLE VII: MISCELLANEOUS

1. **Termination**. In the event that either Party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or has been terminated. Either party may terminate this DPA and any service agreement or contract if the other party breaches any terms of this DPA.

2. **Effect of Termination Survival**. If the Service Agreement is terminated, the Provider shall destroy all of LEA's Student Data pursuant to Article IV, section 6.

3. **Priority of Agreements**. This DPA shall govern the treatment of Student Data in order to comply with the privacy protections, including those found in FERPA and all applicable privacy statutes identified in this DPA. In the event there is conflict between the terms of the DPA and the Service Agreement, Terms of Service, Privacy Policies, or with any other bid/RFP, license agreement, or writing, the terms of this DPA shall apply and take precedence. In the event of a conflict between Exhibit H, the SDPC Standard Clauses, and/or the Supplemental State Terms, Exhibit H will control, followed by the Supplemental State Terms. Except as described in this paragraph herein, all other provisions of the Service Agreement shall remain in effect.

4. **Entire Agreement**. This DPA and the Service Agreement constitute the entire agreement of the Parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the Parties relating thereto. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both Parties. Neither failure nor delay on the part of any Party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

5. **Severability**. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the Parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

6. **Governing Law; Venue and Jurisdiction**. THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF THE LEA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY OF THE LEA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS DPA OR THE TRANSACTIONS CONTEMPLATED HEREBY.

7. **Successors Bound**: This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business In the event that the Provider sells, merges, or otherwise disposes of its business to a successor during the term of this DPA, the Provider shall provide written notice to the LEA no later than sixty (60) days after the closing date of sale, merger, or disposal. Such notice shall include a written, signed assurance that the successor will assume the obligations of the DPA and any obligations with respect to Student Data within the Service Agreement. The LEA has the authority to terminate the DPA if it disapproves of the successor to whom the Provider is selling, merging, or otherwise disposing of its business.

8. **Authority.** Each party represents that it is authorized to bind to the terms of this DPA, including confidentiality and destruction of Student Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Student Data and/or any portion thereof.

9. **Waiver**. No delay or omission by either party to exercise any right hereunder shall be construed as a waiver of any such right and both parties reserve the right to exercise any such right from time to time, as often as may be deemed expedient.

EXHIBIT "A"

DESCRIPTION OF SERVICES

ZSpace provides students and teachers with virtual and augmented reality content in a variety of content areas.

EXHIBIT "B"
SCHEDULE OF DATA

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	
	Other application technology meta data-Please specify: See attached zSpace Supplement to Exhibit B	X
Application Use Statistics	Meta data on user interaction with application See attached	X
Assessment	Standardized test scores	
	Observation data	
	Other assessment data-Please specify:	
Attendance	Student school (daily) attendance data	
	Student class attendance data	
Communications	Online communications captured (emails, blog entries)	
Conduct	Conduct or behavioral data	
Demographics	Date of Birth	
	Place of Birth	
	Gender	
	Ethnicity or race	
	Language information (native, or primary language spoken by student)	
	Other demographic information-Please specify:	
Enrollment	Student school enrollment	
	Student grade level	
	Homeroom	
	Guidance counselor	
	Specific curriculum programs	
	Year of graduation	
	Other enrollment information-Please specify:	
Parent/Guardian Contact Information	Address	
	Email	

Category of Data	Elements	Check if Used by Your System
	Phone	
Parent/Guardian ID	Parent ID number (created to link parents to students)	
Parent/Guardian Name	First and/or Last Not checked by zSpace	X
Schedule	Student scheduled courses	
	Teacher names	
Special Indicator	English language learner information	
	Low income status	
	Medical alerts/ health data	
	Student disability information	
	Specialized education services (IEP or 504)	
	Living situations (homeless/foster care)	
	Other indicator information-Please specify:	
Student Contact Information	Address	
	Email	
	Phone	
Student Identifiers	Local (School district) ID number	
	State ID number	
	Provider/App assigned student ID number	
	Student app username	
	Student app passwords	
Student Name	First and/or Last See attached zSpace Supplement	X
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	
Student Survey Responses	Student responses to surveys or questionnaires	
Student work	Student generated content; writing, pictures, etc.	
	Other student work data -Please specify: See attached zSpace Supplement to Exhibit B	X
Transcript	Student course grades	
	Student course data	

Category of Data	Elements	Check if Used by Your System
	Student course grades/ performance scores	☐
	Other transcript data - Please specify:	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data – Please specify:	☐
Other	Please list each additional data element used, stored, or collected by your application: See attached zSpace Supplement to Exhibit B - Application Data Collection Statement See attached zSpace Application & PII Statement and zSpace FERPA Policy	X
None	No Student Data collected at this time. Provider will immediately notify LEA if this designation is no longer applicable.	☐

EXHIBIT "C"
DEFINITIONS

De-Identified Data and De-Identification: Records and information are considered to be De-Identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination is linkable to a specific student and provided that the educational agency, or other party, has made a reasonable determination that a student's identity is not personally identifiable, taking into account reasonable available information.

Educational Records: Educational Records are records, files, documents, and other materials directly related to a student and maintained by the school or local education agency, or by a person acting for such school or local education agency, including but not limited to, records encompassing all the material kept in the student's cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement, and results of evaluative tests, health data, disciplinary status, test protocols and individualized education programs.

Metadata: means information that provides meaning and context to other data being collected; including, but not limited to: date and time records and purpose of creation Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information.

Operator: means the operator of an internet website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used for K–12 school purposes. Any entity that operates an internet website, online service, online application, or mobile application that has entered into a signed, written agreement with an LEA to provide a service to that LEA shall be considered an "operator" for the purposes of this section.

Originating LEA: An LEA who originally executes the DPA in its entirety with the Provider.

Provider: For purposes of the DPA, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Student Data. Within the DPA the term "Provider" includes the term "Third Party" and the term "Operator" as used in applicable state statutes.

Student Generated Content: The term "Student-Generated Content" means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content.

School Official: For the purposes of this DPA and pursuant to 34 CFR § 99.31(b), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of Student Data including Education Records; and (3) Is subject to 34 CFR § 99.33(a) governing the use and re-disclosure of Personally Identifiable Information from Education Records.

Service Agreement: Refers to the Contract, Purchase Order or Terms of Service or Terms of Use.

Student Data: Student Data includes any data, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to,

information in the student's educational record or email, first and last name, birthdate, home or other physical address, telephone number, email address, or other information allowing physical or online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, individual purchasing behavior or preferences, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, geolocation information, parents' names, or any other information or identification number that would provide information about a specific student. Student Data includes Meta Data. Student Data further includes "Personally Identifiable Information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law. Student Data shall constitute Education Records for the purposes of this DPA, and for the purposes of federal, state, and local laws and regulations. Student Data as specified in **Exhibit "B"** is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or De-Identified, or anonymous usage data regarding a student's use of Provider's services.

Subprocessor: For the purposes of this DPA, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than LEA or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to Student Data.

Subscribing LEA: An LEA that was not party to the original Service Agreement and who accepts the Provider's General Offer of Privacy Terms.

Targeted Advertising: means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the operator's Internet web site, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. "Targeted Advertising" does not include any advertising to a student on an Internet web site based on the content of the web page or in response to a student's response or request for information or feedback.

Third Party: The term "Third Party" means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Education Records and/or Student Data, as that term is used in some state statutes. However, for the purpose of this DPA, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Provider."

EXHIBIT "D"

DIRECTIVE FOR DISPOSITION OF DATA

Provider to dispose of data obtained by Provider pursuant to the terms of the Service Agreement between LEA and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

☐ Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

[ ]

☐ Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

☐ Disposition shall be by destruction or deletion of data.

☐ Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

[ ]

Further information on data collection from zSpace applications is in the attached "Applications Data Collection Statement".

3. Schedule of Disposition

Data shall be disposed of by the following date:

☐ As soon as commercially practicable.

☐ By [ ]

4. Signature

_____ _____

Authorized Representative of LEA Date

5. Verification of Disposition of Data

DocuSigned by:
Joseph Powers
9A1252CC2D1D4B5...

06/03/2021

Authorized Representative of Company Date

EXHIBIT "E"
GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and Community Consolidated School District #93 ("Originating LEA") which is dated 05/04/2021 6/3/21, to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form. Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following email address: _____.

PROVIDER: ZSPACE, INC.

BY: DocuSigned by: Joseph Powers 9A1252CC2D1D4B5... Date: June 3, 2021

Printed Name: Joseph Powers Title/Position: CFO

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the Community Consolidated School District #93 and Z-Space

**PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

Subscribing LEA:

BY: Karen Ladendorf Date: 05/04/2021

Printed Name: Karen Ladendorf Title/Position: Director of Innovation & Technology

SCHOOL DISTRICT NAME: Community Consolidated School District #93

DESIGNATED REPRESENTATIVE OF LEA:

Name: Karen Ladendorf

Title: Director of Innovation & Technology

Address: 230 Covington Dr. Bloomingdale, IL 60108

Telephone Number: 630-539-3149

Email: ladendk@ccsd93.com

EXHIBIT "F"
DATA SECURITY REQUIREMENTS

Adequate Cybersecurity Frameworks
2/24/2020

The Education Security and Privacy Exchange ("Edspex") works in partnership with the Student Data Privacy Consortium and industry leaders to maintain a list of known and credible cybersecurity frameworks which can protect digital learning ecosystems chosen based on a set of guiding cybersecurity principles* ("Cybersecurity Frameworks") that may be utilized by Provider .

Cybersecurity Frameworks

	MAINTAINING ORGANIZATION/GROUP	FRAMEWORK(S)
☐	National Institute of Standards and Technology	NIST Cybersecurity Framework Version 1.1
☐	National Institute of Standards and Technology	NIST SP 800-53, Cybersecurity Framework for Improving Critical Infrastructure Cybersecurity (CSF), Special Publication 800-171
☒	International Standards Organization See attached zSpace Supplement to Exhibit B for more information	Information technology — Security techniques — Information security management systems (ISO 27000 series)
☐	Secure Controls Framework Council, LLC	Security Controls Framework (SCF)
☐	Center for Internet Security	CIS Critical Security Controls (CSC, CIS Top 20)
☐	Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD(A&S))	Cybersecurity Maturity Model Certification (CMMC, ~FAR/DFAR)

Please visit http://www.edspex.org for further details about the noted frameworks.

*Cybersecurity Principles used to choose the Cybersecurity Frameworks are located here

EXHIBIT "G" - **Supplemental SDPC (Student Data Privacy Consortium) State Terms for Illinois**

Version IL-NDPAv1.0a (Revised March 15, 2021)

This **Exhibit G,** Supplemental SDPC State Terms for Illinois ("Supplemental State Terms"), effective simultaneously with the attached Student Data Privacy Agreement ("DPA") by and between Community Consolidated School District #93 (the "Local Education Agency" or "LEA") and ZSPACE, INC. (the "Provider"), is incorporated in the attached DPA and amends the DPA (and all supplemental terms and conditions and policies applicable to the DPA) as follows:

1. **Compliance with Illinois Privacy Laws.** In performing its obligations under the Agreement, the Provider shall comply with all Illinois laws and regulations pertaining to student data privacy, confidentiality, and maintenance, including but not limited to the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/, Mental Health and Developmental Disabilities Confidentiality Act ("MHDDCA"), 740 ILCS 110/, Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/, Identity Protection Act ("IPA"), 5 ILCS 179/, and Personal Information Protection Act ("PIPA"), 815 ILCS 530/, and Local Records Act ("LRA"), 50 ILCS 205/.

2. **Definition of "Student Data."** In addition to the definition set forth in **Exhibit C,** Student Data includes any and all information concerning a student by which a student may be individually identified under applicable Illinois law and regulations, including but not limited to (a) "covered information," as defined in Section 5 of SOPPA (105 ILCS 85/5), (b) "school student records" as that term is defined in Section 2 of ISSRA (105 ILCS 10/2(d)) (c) "records" as that term is defined under Section 110/2 of the MHDDCA (740 ILCS 110/2), and (d) "personal information" as defined in Section 530/5 of PIPA.

3. **School Official Designation.** Pursuant to Article I, Paragraph 1 of the DPA Standard Clauses, and in accordance with FERPA, ISSRA and SOPPA, in performing its obligations under the DPA, the Provider is acting as a school official with legitimate educational interest; is performing an institutional service or function for which the LEA would otherwise use its own employees; is under the direct control of the LEA with respect to the use and maintenance of Student Data; and is using Student Data only for an authorized purpose and in furtherance of such legitimate educational interest.

4. **Limitations on Re-Disclosure.** The Provider shall not re-disclose Student Data to any other party or affiliate without the express written permission of the LEA or pursuant to court order, unless such disclosure is otherwise permitted under SOPPA, ISSRA, FERPA, and MHDDCA. Provider will not sell or rent Student Data. In the event another party, including law enforcement or a government entity, contacts the Provider with a request or subpoena for Student Data in the possession of the Provider, the Provider shall redirect the other party to seek the data directly from the LEA. In the event the Provider is compelled to produce Student Data to another party in compliance with a court order, Provider shall notify the LEA at least five (5) school days in advance of the court ordered disclosure and, upon request, provide the LEA with a copy of the court order requiring such disclosure.

5. **Notices.** Any notice delivered pursuant to the DPA shall be deemed effective, as applicable, upon receipt as evidenced by the date of transmission indicated on the transmission material, if by e-mail; or four (4) days after mailing, if by first-class mail, postage prepaid.

6. **Parent Right to Access and Challenge Student Data.** The LEA shall establish reasonable procedures pursuant to which a parent, as that term is defined in 105 ILCS 10/2(g), may inspect and/or

copy Student Data and/or challenge the accuracy, relevance or propriety of Student Data, pursuant to Sections 5 and 7 of ISSRA (105 ILCS 10/5; 105 ILCS 10/7) and Section 33 of SOPPA (105 ILCS 85/33). The Provider shall respond to any request by the LEA for Student Data in the possession of the Provider when Provider cooperation is required to afford a parent an opportunity to inspect and/or copy the Student Data, no later than 5 business days from the date of the request. In the event that a parent contacts the Provider directly to inspect and/or copy Student Data, the Provider shall refer the parent to the LEA, which shall follow the necessary and proper procedures regarding the requested Student Data.

7. **Corrections to Factual Inaccuracies.** In the event that the LEA determines that the Provider is maintaining Student Data that contains a factual inaccuracy, and Provider cooperation is required in order to make a correction, the LEA shall notify the Provider of the factual inaccuracy and the correction to be made. No later than 90 calendar days after receiving the notice of the factual inaccuracy, the Provider shall correct the factual inaccuracy and shall provide written confirmation of the correction to the LEA.

8. **Security Standards.** The Provider shall implement and maintain commercially reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect Student Data from unauthorized access, destruction, use, modification, or disclosure, including but not limited to the unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of the Student Data (a "Security Breach"). For purposes of the DPA and this Exhibit G, "Security Breach" does not include the good faith acquisition of Student Data by an employee or agent of the Provider or LEA for a legitimate educational or administrative purpose of the Provider or LEA, so long as the Student Data is used solely for purposes permitted by SOPPA and other applicable law, and so long as the Student Data is restricted from further unauthorized disclosure.

9. **Security Breach Notification.** In addition to the information enumerated in Article V, Section 4(1) of the DPA Standard Clauses, any Security Breach notification provided by the Provider to the LEA shall include:

a. A list of the students whose Student Data was involved in or is reasonably believed to have been involved in the breach, if known; and

b. The name and contact information for an employee of the Provider whom parents may contact to inquire about the breach.

10. **Reimbursement of Expenses Associated with Security Breach.** In the event of a Security Breach that is attributable to the Provider, the Provider shall reimburse and indemnify the LEA for any and all costs and expenses that the LEA incurs in investigating and remediating the Security Breach, without regard to any limitation of liability provision otherwise agreed to between Provider and LEA, including but not limited to costs and expenses associated with:

a. Providing notification to the parents of those students whose Student Data was compromised and regulatory agencies or other entities as required by law or contract;

b. Providing credit monitoring to those students whose Student Data was exposed in a manner during the Security Breach that a reasonable person would believe may impact the student's credit or financial security;

c. Legal fees, audit costs, fines, and any other fees or damages imposed against the LEA

as a result of the security breach; and

d. Providing any other notifications or fulfilling any other requirements adopted by the Illinois State Board of Education or under other State or federal laws.

11. **Transfer or Deletion of Student Data.** The Provider shall review, on an annual basis, whether the Student Data it has received pursuant to the DPA continues to be needed for the purpose(s) of the Service Agreement and this DPA. If any of the Student Data is no longer needed for purposes of the Service Agreement and this DPA, the Provider will provide written notice to the LEA as to what Student Data is no longer needed. The Provider will delete or transfer Student Data in readable form to the LEA, as directed by the LEA (which may be effectuated through Exhibit D of the DPA), within 30 calendar days if the LEA requests deletion or transfer of the Student Data and shall provide written confirmation to the LEA of such deletion or transfer. Upon termination of the Service Agreement between the Provider and LEA, Provider shall conduct a final review of Student Data within 60 calendar days.

If the LEA receives a request from a parent, as that term is defined in 105 ILCS 10/2(g), that Student Data being held by the Provider be deleted, the LEA shall determine whether the requested deletion would violate State and/or federal records laws. In the event such deletion would not violate State or federal records laws, the LEA shall forward the request for deletion to the Provider. The Provider shall comply with the request and delete the Student Data within a reasonable time period after receiving the request.

Any provision of Student Data to the LEA from the Provider shall be transmitted in a format readable by the LEA.

12. **Public Posting of DPA.** Pursuant to SOPPA, the LEA shall publish on its website a copy of the DPA between the Provider and the LEA, including this Exhibit G.

13. **Subcontractors.** By no later than (5) business days after the date of execution of the DPA, the Provider shall provide the LEA with a list of any subcontractors to whom Student Data may be disclosed or a link to a page on the Provider's website that clearly lists any and all subcontractors to whom Student Data may be disclosed. This list shall, at a minimum, be updated and provided to the LEA by the beginning of each fiscal year (July 1) and at the beginning of each calendar year (January 1).

14. **DPA Term.**

a. **Original DPA.** Paragraph 4 on page 2 of the DPA setting a three-year term for the DPA shall be deleted, and the following shall be inserted in lieu thereof: "This DPA shall be effective upon the date of signature by Provider and LEA, and shall remain in effect as between Provider and LEA 1) for so long as the Services are being provided to the LEA or 2) until the DPA is terminated pursuant to Section 15 of this Exhibit G, whichever comes first. The Exhibit E General Offer will expire three (3) years from the date the original DPA was signed."

b. **General Offer DPA.** The following shall be inserted as a new second sentence in Paragraph 1 of Exhibit E: "The provisions of the original DPA offered by Provider and accepted by Subscribing LEA pursuant to this Exhibit E shall remain in effect as between Provider and Subscribing LEA 1) for so long as the Services are being provided to Subscribing LEA, or 2) until the DPA is terminated pursuant to Section 15 of this Exhibit G, whichever comes first."

15. **Termination.** Paragraph 1 of Article VII shall be deleted, and the following shall be inserted in lieu thereof: “In the event either Party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or been terminated. One party may terminate this DPA upon a material breach of this DPA by the other party. Upon termination of the DPA, the Service Agreement shall terminate.’

16. **Privacy Policy.** The Provider must publicly disclose material information about its collection, use, and disclosure of Student Data, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document.

17. **Minimum Data Necessary Shared.** The Provider attests that the Student Data request by the Provider from the LEA in order for the LEA to access the Provider’s products and/or services is limited to the Student Data that is adequate, relevant, and limited to what is necessary in relation to the K-12 school purposes for which it is processed.

18. **Student and Parent Access.** Access by students or parents/guardians to the Provider’s programs or services governed by the DPA or to any Student Data stored by Provider shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this DPA.

19. **Data Storage.** Provider shall store all Student Data shared under the DPA within the United States.

20. **Exhibits A and B.** The Services described in Exhibit A and the Schedule of Data in Exhibit B to the DPA satisfy the requirements in SOPPA to include a statement of the product or service being provided to the school by the Provider and a listing of the categories or types of covered information to be provided to the Provider, respectively.

EXHIBIT "H"

Additional Terms or Modifications

Version _____

LEA and Provider agree to the following additional terms and modifications:

This is a free text field that the parties can use to add or modify terms in or to the DPA. If there are no additional or modified terms, this field should read "None."

None

Supplement to Exhibit B
Application Data Collection

Application Technology Meta Data / Other application technology meta data

zSpace collects analytics as a means of providing our customers with usage data so they are better informed regarding how zSpace plays a role in their educational community. These analytics contain no student or PII. The contain only machine information and date/time information to provide analytics data such as: total usage, usage by application, average session time, etc.

We take every reasonably available precaution to protect our users' information. zSpace restricts access to all of our users' information. Only employees who need access to users' information to perform a specific job are granted access to this information. Furthermore, all employees are kept up-to-date on our security and privacy practices.

Should on-line access be necessary, zSpace utilizes Amazon Cognito for authentication to our web properties which is HIPAA eligible and PCI DSS, SOC II, and ISO/IEC 27001, ISO/IEC 27017, ISO/IEC 27018, and ISO 9001 compliant. You can see more details here - https://aws.amazon.com/cognito/. Our internal information servers are SOC II Type 2 certified.

Student Name / First and/or Last

"Some zSpace applications may request a student to enter his/her first and/or last name as part of submitting an assignment or activity to the teacher. However, these submissions are not cloud based and never leave the local LEA and are never used by zSpace. They are used only by the teacher to identify the student (or group of students) that submitted the activity".

Student work / Student generated content; writing, pictures, etc.

"Some zSpace applications may request that a student submit an assignment or activity to the teacher. In this case, that assignment will contain student generated content in the form of written answers, explanations, etc. It may also contain pictures taken through the application so a student can provide a graphical representation of his/her findings. However, these submissions are not cloud based and never leave the local LEA systems and are never used by zSpace. They are used only by the teacher to evaluate the student's activity progress and/or findings".

Other

"While zSpace does not directly request any PII (unless noted above), some zSpace applications allow the student to enter free-form text as part of providing answers or findings. In this case, while there is no reason for the student to enter any PII, it is possible they could include personal information as part of those entries. However, any student provided data is not cloud based and never leaves the local LEA systems and is never used by zSpace".

zSpace

Education And FERPA

If you are using our applications through a school program, your personal data may be subject to the Family Educational Rights and Privacy Act (FERPA). zSpace commits to protect and secure student data in the manner that FERPA requires and, also, agrees to act as a "school official" to the extent our services are used to store regulated student records in accordance with 34 Code of Federal Regulations (CFR) §99.31(a)(1).

For more data regarding FERPA, please visit the **FERPA site** and the **U.S. Department of Education website** for more information.

Education Providers and the Family Educational Rights and Privacy Act (FERPA)

If you are an Education Provider (as defined below) who will be using Products with Students in connection with your educational institution, district or class located or based in the United States, Student Data provided or generated through your or your Students' use of Products may be subject to the U.S. Family Educational Rights and Privacy Act ("FERPA"), which may require educational institutions and school districts to obtain parental consent before disclosing Student Data outside of the educational institution. For that reason:

1. You represent and warrant that: (1) you are authorized to act on behalf of, or have permission from, your educational institution or school district to enter into this Agreement and to use the Products with your Students, (2) if at any point in time you are no longer authorized to act on behalf of your educational institution or school district, you will remove any student material from any account you have access to in connection with Products and close any account for Products used by you solely as an Education Provider, and if you are unable to take these actions on your own, contact zSpace for assistance, (3) before you enroll, sign up or permit any Student to use Products, you, your educational institution, or your district will obtain any consents required under applicable law to be provided by a Student or the Student's parent or legal guardian consenting to the Student's use of Products made available to the Student by the Education Provider, and (4) you will not provide to zSpace Student Data of any Student . Notwithstanding the foregoing, when using Products, you may provide Student Data of a Student, if you first obtain a signed and dated consent form that is voluntarily provided by the Student's parent or legal guardian.

2. zSpace agrees that: (1) to the extent that Education Providers subject to FERPA provide zSpace with Student Data, zSpace will be considered a "school official" (as that term is used in FERPA and its implementing regulations), (2) it will comply, within a reasonable time frame, with your requests to review, modify, de-identify or delete any Student Data that zSpace maintains about your Student, and (3) it will not maintain, use, or disclose Student Data except as set forth herein and in the zSpace Privacy Statement, as authorized by you or permitted or required by applicable law or a judicial order.

Defined Terms

"Education Providers" means educational institutions and teachers, administrators, school district representatives and other individuals acting on behalf of the educational institution or the school district, who provide Students with access to Products and/or work with Students in connection with Products.

"Products" means zSpace software or zSpace services made available by zSpace pursuant to the terms of the applicable software license agreement, terms of use or terms of service.

"Student" means an individual person enrolled as a student at an Education Provider.

"Student Data" means information maintained by zSpace or any third party on zSpace's behalf relating to a Student, including any education records (as defined under FERPA) that are disclosed by Education Providers to zSpace, except that Student Data does not include a record that has had personal data removed such that the Student's identity is not uniquely identifiable from the record and there is no reasonable basis to believe that the remaining information can be used to identify an individual.

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 22, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Matt Fraas,
Associate Principal of Operations at
Jacobs High School

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Approval of Contract for Event Services - Jacobs Prom 2024**

Background

Annually, Jacobs High School Junior Class Council seeks a location to host the Junior/Senior Prom. Our student leaders and sponsors have secured The Westin Chicago North Shore for April 27, 2024. Per the contract, each attendee will cost $64.00, with a guaranteed minimum of $25,000. The Junior Class Council activity account will cover these costs through fundraisers and ticket sales.

Administrative Recommendation

The administration recommends that the Board of Education approve the contract to secure The Westin Chicago North Shore venue for April 27, 2024, Jacobs High School Prom.

Fiscal Impact

Jacob High School's Junior Class Council activity account will cover the cost of the contract. Fundraisers and ticket sales will be used to secure the necessary funds.

Agreement between AVR Wheeling Hotel Tenant LLC located at 601 N. MILWAUKEE AVE. WHEELING, IL 60090 The Westin Chicago North Shore Hotel and Harry D. Jacobs High School

Harry D. Jacobs High School
Kelly Zoellner

2601 Bunker Hill Drive
Algonquin, IL 60102
Phone 847-340-0033- Kelly -Cell
Email : Kelly.zoellner@d300.org

The Westin Chicago North Shore
Jennifer Remington
Senior Catering Manager
601 N. Milwaukee Avenue
Wheeling, IL 60090
Phone: 847-777-6554
Fax: 847-777-6550
Email: Jennifer.remington@westinnorthshore.com

RE: Harry D. Jacobs High School Prom 2024

This Agreement between **Harry D. Jacobs High School Prom** ("**Customer**") and The Westin Chicago North Shore - AVR Wheeling Hotel Tenant LLC. ("**Hotel**") is effective as of the date it is signed by Hotel ("May 9, 2022").

If this Contract is not fully executed by March 27, 2023 the Function Space may be automatically released.

Event Dates: Saturday, April 27, 2024

These arrangements will be a definite commitment upon signing of this agreement (the "Contract") by both parties.

Schedule of Events:

Date	Start Time	End Time	Function	Room	Setup	Agr
04/27/24	3:00 PM	6:00 PM	Set-Up	Ravinia Grand Ballroom	Rounds	
04/27/24	6:00 PM	11:00 PM	Dinner/Dance	Ravinia Grand Ballroom	Rounds of 10	500
04/27/24	6:00 PM	11:00 PM	Chaperone Room	Elm Room	Rounds	20

Hotel reserves the right to move contracted space to alternate meeting room accommodations, provided the alternate meeting room adequately meets the space requirements of the contracted meeting needs.

Food & Beverage: Due to licensing requirements and for quality control, all food and beverage served at Hotel must be supplied and prepared by Hotel. Menu prices will be confirmed on Banquet Event Orders (BEOs). Attached Prom Menu is inclusive of service charge, currently 25% of the total food and beverage revenue. Group will spend a minimum of **$25,000** in food and beverage for the above listed event. The remainder of the service charge is retained by Hotel to cover non-itemized costs of the event. No other fee or charge, including administrative fees, set up fees, labor fees, or bartender or food station fees, is a tip, gratuity, or service charge for any employee.

A 3% Event Fee will be added to the food and beverage total, plus any applicable state and local taxes. This fee is not a gratuity and is used by the hotel to cover discretionary costs of the event.

***Group is tax exempt. With current Illinois tax exempt letter.**

FINAL ATTENDANCE GUARANTEE & EVENT DETAILS:
To ensure a quality experience for all of your attendees, we will send you Banquet Event Orders ("BEO's") confirming the estimated number of attendees, menu, room set up and other details of your event. **We ask for a final guarantee of the number of attendees no later than Monday April 22, 2024, along with final payment.** Please note that once the guarantee has been provided, the numbers may increase but not decrease. If your guaranteed attendance increases by more than 3% less than 3 business days prior to your event, the Hotel reserves the right to charge a 3% surcharge on menu prices due to increased costs incurred. Additionally, the contracted menu items may not be available for the additional guests added within 3 business days of the event. In addition, standard buffet service times shall not exceed 1.5 hours per event. In the event that an event should exceed 1.5 hours an additional food and labor fees will be assessed

Minimum Revenue: This Agreement will generate revenue for hotel from a variety of sources, including, food & beverage, and charges for ancillary services. The minimum revenue anticipated by Hotel under this Agreement **(excluding taxes & service charges and event fee)** is:

Minimum Food & Beverage Revenue (*based on committed food & beverage minimum)*:	$25,000
Total Minimum Revenue:	**$25,000**

If Group does not fulfill all of its commitments or cancels this Agreement, Group agrees that Hotel will suffer damages that will be difficult to determine. The "Attrition" and "Cancellation" provisions below provide for liquidated damages agreed upon by the parties as a reasonable estimate of Hotel's losses and do not constitute a penalty of any kind.

If Group does not fulfill its Minimum Food & Beverage Revenue commitment, it will pay the difference between its Minimum Food & Beverage Revenue commitment and its actual food & beverage revenue (plus all applicable taxes).

Cancellation: If Group cancels this Agreement, Group will provide written notice to hotel, accompanied (except in the case of a Force Majeure) by payment of the amounts indicated below:

From the Agreement Date to August 27, 2023	25% of Total Minimum Revenue = $6,250
From August 28, 2023 to November 27, 2023	50% of Total Minimum Revenue = $12,500
From November 28, 2023 to February 27, 2024	75% of Total Minimum Revenue = $18,750
From February 28, 2024 to April 27, 2024	100% of Total Minimum Revenue = $25,000

The parties agree that the amounts included in this Cancellation clause are reasonable estimates of the losses that would be incurred by hotel and factor in Hotel's ability to mitigate its losses through resale.

Payment Options: Payment will be made as indicated below. ***Please check applicable option.***

Event Food & Beverage (including taxes, service charges, and administrative charges):	X Group	☐ Guests

Master Account: Hotel will set up a "Master Account" for Group for payment of charges under this Agreement. Group must review all charges billed to the Master Account to ensure accurate billing.

Deposit Schedule:

A Deposit of $6,250 is due with signed contract by March 27, 2023

A Second Deposit of $12,500 is due by March 27, 2024

The Final Estimated Balance is due in full on Monday April 27, 2024 by School Check or Credit Card.

Any remaining amounts are due at the conclusion of the event.

Payment: Group will pay the estimated amount of the Master Account on Monday April 27, 2024. If Group will pay using a credit card honored by hotel, the valid credit card will be charged the estimated amount of the master account on Monday April 27, 2024. Any remaining balances on the Master Account will be charged to such credit card at departure. Any amounts not paid at departure will accrue interest at 1½% per month from the date of departure.

Use of Event and Function Space: Use of Event and Function Space: To protect the safety and security of all Hotel guests and property, Customer is prohibited from using hazardous special effects to create noise, noxious odors or visual/celebratory effects within Westin Chicago North Shore (e.g., loud music, smoke or fog machines, dry ice, CO2, confetti cannons, hot sparklers, (candles must be inside glass, no open flames, or incense). If this policy is violated, Customer will be responsible for any expenses incurred by Hotel, such as repairs or unusual clean-up costs. Hotel does allow for the use of Cold Spark & Dancing in the clouds visual effect machines from our Preferred Vendor. **SAM WITH AXIS AV & Yellow Shoes Events are THE ONLY VENDOR PERMITTED TO BRING COLD FUSION & DANCING IN THE COULDS INTO WESTIN NORTH SHORE HOTEL.**

Security: Hotel does not provide security in the event and function space and all personal property left in the event or function space is at the sole risk of the owner. Group will advise its attendees that they are responsible for safekeeping of their personal property. Hotel may reasonably require Group to retain security personnel in order to safeguard guests or property in Hotel. Security personnel are not authorized to carry firearms without advance Hotel approval. It is the responsibility of Harry D. Jacobs High School to provide a minimum of one Chaperone, per 40 Students.

Ancillary Services: Hotel may provide, or contract with third parties to provide, ancillary services (e.g., A/V, drayage, florists, exhibitors) to Group for additional charges. Except with respect to certain services for which fees may apply (*e.g.,* rigging services, electrical services), Group may use its own vendors for such services provided that Group's proposed vendors meet minimum standards established by Hotel, including insurance and indemnification requirements. With respect to audiovisual services, Group will inform Hotel of its decision to bring its own vendor at least 60 days prior to April 27, 2024, and will sign an acknowledgement of Hotel's Audiovisual Service Standards at least 45 days prior to April 27, 2024. The Hotel recognizes that the Group may require electrical services for their scheduled meetings and events. The Hotel offers a variety of electrical services as detailed on the Electric Service Order Form available through your Sales Manager or Convention Services Manager.

Disclosure: Group will be responsible for determining to whom it needs to disclose any terms of this Agreement, including any commission or rebate that it may receive. Group will disclose to all Group attendees the type and amount of all automatic and mandatory charges that will be charged to them by Hotel.

Compliance With Equal Opportunity Laws:
This section describes Marriott's obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.

Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as "contractor" in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.**

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

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Privacy: Marriott International, Inc. ("Marriott") is committed to complying with obligations applicable to Marriott under applicable privacy and data protection laws, including to the extent applicable EU data protection laws. Hotel shall comply with the then-current Marriott Group Global Privacy Statement (the "Privacy Statement," currently available at http://www.marriott.com/about/privacy.mi) with respect to any personal data received under this Agreement.

Without limiting the foregoing obligation, Hotel has implemented measures designed to: (1) provide notice to individuals about its collection and use of their personal data, including through the Privacy Statement; (2) use such personal data only for legitimate business purposes; (3) provide means by which individuals may request to review, correct, update, suppress, restrict or delete or port their personal data, consistent with applicable law; (4) require any service providers with whom personal data is shared to protect the confidentiality and security of such data; and (5) use technical and organizational measures to protect personal data within its organization against unauthorized or unlawful access, acquisition, use, disclosure, loss, or alteration.

Harry D. Jacobs High School will obtain all necessary rights and permissions prior to providing any personal data to Hotel, including all rights and permissions required for Hotel, Hotel affiliates, and service providers to use and transfer the personal data to locations both within and outside the point of collection (including to the United States) in accordance with Hotel's privacy statement and applicable law. Notwithstanding any other provision, Hotel may use an individual's own personal data to the extent directed by, consented to or requested by such individual.

Confidential Information: Group and Hotel will each take reasonable steps to keep all confidential information provided by the other party confidential and to identify information as confidential when shared. Confidential information will not include: (1) information that is publicly available; (2) PII, which will be handled by the parties in accordance with the "Privacy" provision above; or (3) information that is left or discarded in event rooms, public space or guest rooms.

Insurance: Each party will maintain insurance sufficient to cover any claims or liabilities which may reasonably arise out of or relate to its obligations under this Agreement and will provide evidence of such insurance upon request.

Indemnification: Each party will indemnify, defend and hold the other harmless from any loss, liability, costs or damages arising from actual or threatened claims resulting from its breach of this Agreement or the negligence, gross negligence or intentional misconduct of such party or its officers, directors, employees, agents, contractors, members, or participants. Neither party will be liable for punitive damages.

Dispute Resolution: The parties will resolve any claim or dispute arising out of or relating to this Agreement through binding arbitration before one arbitrator conducted under the rules of the American Arbitration Association or JAMS in the state and city in which Hotel is located. The law of the state in which Hotel is located will be the governing law. The arbitration award will be enforceable in any state or federal court. In any arbitration or litigation arising out of or relating to this Agreement or the enforcement of any arbitration award, the prevailing party will recover attorneys' fees and costs including expert witness and arbitration fees and pre- and post-judgment interest. Each party will be responsible for attorneys' fees and interest associated with the other party's efforts to collect monies owed under this Agreement.

Force Majeure: If acts of God or government authorities, natural disasters, or other emergencies beyond a party's reasonable control make it illegal or impossible for such party to perform its obligations under this Agreement, such party may terminate this Agreement upon written notice to the other party without liability.

Notice: Any notice required or permitted by the terms of this Agreement must be in writing.

Assignment: Group may not assign or delegate its rights or duties under this Agreement without Hotel's prior approval.

Severability: If any provision of this Agreement is held to be invalid or unenforceable that provision will be eliminated or limited to the minimum extent possible, and the remainder of the Agreement will have full force and effect.

Waiver: If either party agrees to waive its right to enforce any term of this Agreement, it does not waive its right to enforce any other terms of this Agreement.

This Agreement constitutes the entire agreement between the parties, supersedes all other written and oral agreements between the parties concerning its subject matter, and may not be amended except by a writing signed by Hotel and Group.

ACCEPTED AND AGREED TO:

Community Unit School District for Harry D. Jacobs High School

By _____
Jennifer Porter, Chief Financial Officer, CUSD300

Date _____

AVR Wheeling Hotel Tenant LLC located at 601 N. MILWAUKEE AVE. WHEELING, IL 60090 The Westin Chicago North Shore

By _____

Bob O'Connor
Director of Sales & Marketing

Date _____

By _____

Timothy Ohrn
General Manager

Date _____

Westin Chicago North Shore Hotel
Prom Sample Menu

Dinner
assorted garden greens, dried cranberries,
blueberries and mandarin oranges with raspberry vinaigrette and balsamic vinaigrette

freshly baked artisan rolls and butter

oven roasted breast of chicken with wild mushroom sauce
buttermilk chive yukon mash, baby carrots & green beans
or
butternut squash filled Ravioli with brown butter sage cream sauce, butternut squash
and asparagus garnish

Dessert Finale
Milk Chocolate & White Chocolate mousse,
or
cheese cake with strawberry coulis

iced tea, coffee and unlimited soft drink open all evening

complimentary sponsors break room with complimentary coffee and tea

$50.00 per person plus gratuity 25% service charge and 3% Event Fee
$64.00 with service charge & event fee.

tax exempt with identification letter presented prior to event or the prevailing sales tax percentage will be added to the final bill.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **Mar 22, 2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: John Hummel
Chief Technology Officer

Presented at the following Board Meetings	
Construction/Facility	
Finance	04/11/2023
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Timekeeper Software Renewal**

Background

Kronos is Community Unit School District 300's timekeeper system. The system accurately tracks employee time, streamlines the payroll process, and gives employees a view of their time and leave information. This software has been used since 2009 by our DESPA, DESA, and Hourly NUG staff members.

Administrative Recommendation

The Administration recommends the board approve the contract as presented.

Fiscal Impact

The contract renewal for one-year costs $43,706.03 and will be funded by the Technology Budget.

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

March 28, 2023

Nicole Dandurant
Kronos Incorporated
900 Chelmsford Street
Lowell, MA 01851

Via email: nicole.dandurant@ukg.com

Contract Renewal:
Software, Equipment, & Educational Support Services, Contract # 1173323 R27-FEB23

Dear Ms. Dandurant,

District 300 would like to extend the current contract referencing the attached Contract # 1173323 R27-FEB23. The total value of this contract extension is $43,706.03 for August 26, 2023 to August 25, 2024.

If your firm agrees to maintain these master agreement terms, as well as the pricing as quoted, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 11, 2023 and award by the board on Tuesday, April 25, 2023.

District 300 kindly requests your return of acceptance by Wednesday, March 29, 2023. If you have any questions, please call 847-551-8460.

Sincerely,

Diane White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks **2023-03-28**
Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

Mary Figueira
25F5222F1135D51170C7C3D54B824DA4 contractworks **2023-04-06**
Service Provider

Mary Figueira **Sr. Contract Renewal Operations Administrator IV**

Support Services Quote

Quote Type: Renewal
Customer: COMMUNITY UNIT SCHOOL DISTRICT 300
Solution ID: 6079126
Contract #: 1173323 R27-FEB-23
Date: 28-FEB-2023
Prepared by: Jeana Spivak / US PublicSector3

Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:

Bill To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DR
ALGONQUIN IL 60102
UNITED STATES

Ship To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DR
ALGONQUIN IL 60102
UNITED STATES

Contact: FRED KOBOS
Email: fred.kobos@d300.org

CONTRACT SUMMARY

Contract Period: 26-AUG-2023 **-** 25-AUG-2024

Description	Support Services	Estimated Tax	Subtotal
Software Support Services	28,035.82	0.00	28,035.82
Equipment Support Services	13,147.38	0.00	13,147.38
Educational Services	2,522.83	0.00	2,522.83
Total	**43,706.03**	**0.00**	**43,706.03**

Annualized Contract Value: 43,586.51
The Annualized Contract Value is the value of the contract if all services are priced for 365 days. The Annualized Contract Value does not include estimated tax. Please note that this quote may include services priced for prorated periods.

IMPORTANT NOTES

Support Services are subject to applicable taxes. The tax amount shown on this quote is only an estimate. The actual tax due will be reflected on the invoice.

COMMUNITY UNIT SCHOOL DISTRICT 300	KRONOS INCORPORATED
Signature:_____	Signature:_____
Name:_____	Name:_____
Title:_____	Title:_____
Date:_____	Date:_____

Quote Type: Renewal
Customer: COMMUNITY UNIT SCHOOL DISTRICT 300
Solution ID: 6079126
Contract #: 1173323 R27-FEB-23
Date:
Prepared by: Jeana Spivak / US PublicSector3

Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:

Bill To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN IL 60102
UNITED STATES

Ship To: COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN IL 60102
UNITED STATES

Contact: DEFAULT EMAIL CONTACT
Email: fred.kobos@d300.org

SOFTWARE SUPPORT SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Gold	KSS TOOL,ATTESTATION TOOL KIT V8	950	26-AUG-2023	25-AUG-2024	366
2	Gold	WORKFORCE ACCRUALS V8	950	26-AUG-2023	25-AUG-2024	366
3	Gold	WORKFORCE EMPLOYEE V8	950	26-AUG-2023	25-AUG-2024	366
4	Gold	WORKFORCE INTEGRATION MANAGER V8	950	26-AUG-2023	25-AUG-2024	366
5	Gold	WORKFORCE MANAGER V8	130	26-AUG-2023	25-AUG-2024	366
6	Gold	WORKFORCE TIMEKEEPER V8	950	26-AUG-2023	25-AUG-2024	366
7	UKG ECONOMIC ADJ	WORKFORCE TIMEKEEPER V8	900	26-AUG-2023	25-AUG-2024	366

	Support Services	Estimated Tax	Subtotal
Software Support Services	28,035.82	0.00	28,035.82

EQUIPMENT SUPPORT SERVICES

Line	Support Service Level	Covered Product	Quantity	Start Date	End Date	Duration (days)
1	Depot Exchange	Data Collection: InTouch	36	26-AUG-2023	25-AUG-2024	366

	Support Services	Estimated Tax	Subtotal
Equipment Support Services	13,147.38	0.00	13,147.38

EDUCATIONAL SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Ed Services Subscription	KNOWLEDGE PASS		26-AUG-2023	25-AUG-2024	366

	Support Services	Estimated Tax	Subtotal
Educational Services	2,522.83	0.00	2,522.83

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 11, 2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Jon Mickle
Director of Facilities

Presented at the following Board Meetings	
Construction/Facility	04/11/2023
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Grounds Equipment Lease**

Background

The ground teams in District 300's grounds maintenance program are responsible for measuring, lining, and striping multiple fields for each school's sports programs, significantly increasing their workload, particularly during the growing season. In the late summer of 2022, our Buildings and Grounds department hosted a demo for an autonomous field striper TurfTank AOS. Upon conducting additional trials and consulting with other organizations utilizing the unit, we concluded that entering into this agreement would yield the following benefits: improved quality of field lining, reduced labor costs, and decreased paint consumption. The agreement involves hosting a unit at each high school under a lease agreement that can be terminated annually.

Recommendation

Administration recommends a six-year lease from July 1, 2023, to June 31, 2028, to Intelligent Marking USA Inc. with an annual payment of $45,000 for six years and a one-time installation fee of $2,275 for a total lease contract amount of $272,275.00. This is for three individual Turf Tanks, one located at each high school in the District.

Fiscal Impact

Total lease contract amount of $272,275.00. This will be paid from the Operations and Maintenance Budget (20).

TURF TANK

Sub-Rental Agreement

CUSTOMER					
Company Name			Country		Phone Number
Community Unit School District 300			United States		
Billing Address	City		State	Zip	Rental Order Requisition Number
2550 Harnish Dr	Algonquin		IL	60102	9559498424
PALLET DELIVERY Address (Estimated Weight: Up to 400lbs.)	City		State	Zip	Send Invoice to Attention of:

EQUIPMENT INFORMATION						
Equipment Description	Model Number	Serial Number	Quantity	Description (Attach Separate Schedule A If Necessary)	New	Used
Turf Tank ONE Robot	PRO		3	GPS Line Marking Robot	✔	

PAYMENT INFORMATION										
Payment Frequency			Number of Payments		Rental Payment		Applicable Sales Tax		Total Rental Payment	
Quarter	Annual	Other								
	✔		6	+	$45,000	+		=	$270,000	
				+		+		=		
				+		+		=		

Currency	USD
Term (Months)	72
Total Payment Term	$272,275

Installation Fee	+	$2,275
1st period Payment (After Install)	+	$45,000
Other	+	
Total Payment Enclosed	=	$47,275

TERMS AND CONDITIONS

1. Sub-Rental Agreement: Community Unit Scho (name of Customer) (the "Customer" or "You") agree to rent from us (the "Sub-lessor") the equipment listed above and, on any schedule, attached to this Sub-Rental Agreement (the "Equipment"). Turf Tank ApS (the "Owner") holds full and unconditional title to the Equipment (see Section 2 below). The Owner has prior to this Sub-Rental Agreement rented the Equipment to the Sub-lessor on a separate rental agreement under which the Sub-lessor is entitled to sublease the Equipment on the Terms and Conditions stipulated in this Sub-Rental Agreement. This Sub-Rental Agreement is effective on the date that it is accepted and signed by us, and the term of this Sub-Rental Agreement begins on that date or any later date that we designate (the "Commencement Date") and continues thereafter for the number of months indicated above. This agreement shall automatically renew for a term of twelve (12) months (an "Extended Term") unless either party notifies the other party that it wishes to terminate the agreement at least thirty (30) days prior to the expiration of the original term, and thirty (30) days prior to the expiration of any Extended Term. With each additional term, the existing warranty will remain in effect, and the parties agree that the payment hereunder shall be increased by three percent (3%) during each Extended Term. Payments are due upon receipt of invoices issued by Sub-lessor. If the Equipment is delivered prior to the Commencement Date, you agree to pay a prorated amount calculated as a per day rate utilizing the monthly amount hereunder divided by thirty (30). Any amendment or revision to this Agreement must be in writing and signed by both parties to be enforceable. In addition to rental payments, Customer agrees to pay when due, either directly or as reimbursement to us, all sales, use and personal property taxes and charges in connection with ownership and use of the Equipment, unless Customer is exempt from paying such taxes and charges by law. Any such applicable charges will be reflected on invoices issued by Sub-lessor.

2. Title: The Owner, Turf Tank ApS, a Danish private limited company validly incorporated under the laws of Denmark with company registration no. 36722436 and its registered address at Lansen 15 DK9230 Svenstrup J, has full and unconditional title to the Equipment. If this Sub-Rental Agreement is deemed to be a security agreement, you grant Sub-lessor – and ultimately the Owner – a security interest in the Equipment and any proceeds therefrom. By signing this Agreement, Customer authorizes Sub-lessor to sign and file Uniform Commercial Code ("UCC") financing statements on the Equipment.

3. Equipment Use, Maintenance, Warranties and Data Access: Sub-lessor hereby transfers to you any manufacturer warranties provided to us and/or the Owner. Said warranty coverage is set forth on Appendix B to this Agreement. Aside from items covered by the warranty, Customer is required at Customer's cost to keep the Equipment in good working condition and to pay for all supplies and repairs. If the Rental Payments include the cost of maintenance and/or service provided by a third party, Customer agrees that neither Sub-lessor nor the Owner are responsible to provide the maintenance or service and Customer will make all claims related to maintenance and service to the third party. You agree that any claims related to maintenance or service will not impact Customer's obligation to pay all the Rental Payments when due. Customer hereby acknowledges and consents to the acquisition by Sub-Lessor of certain data utilized to operate the equipment. Customer agrees that Sub-Lessor may access such data and Sub-Lessor agrees that it will keep all such data strictly confidential and that it will only be used to maintain, repair, or service the Equipment.

4. Assignment: Customer agrees not to transfer, sell, sublease, assign, pledge, or encumber either the Equipment or any rights under this Sub-Rental Agreement without Sub-lessor's prior written consent. Customer agrees that Sub-lessor may sell, assign, or transfer this Sub-Rental Agreement and the new owner of this Agreement shall have the same rights and benefits Sub-lessor now has and shall not be required to perform any of Sub-lessor's obligations and the rights of the new owner will not be subject to any claims, defenses, or setoffs that you may have against us, the Owner or any third party.

5. Risk of Loss: Customer is responsible for all risks of loss or damage to the Equipment and if any loss occurs, Customer shall be required to satisfy all of its obligations under this Sub-Rental Agreement. Neither we nor the Owners are responsible for any losses or injuries caused by the Equipment, and you will reimburse us and/or the Owner and defend us and/or The Owner against any such claims.

6. End of Sub-Rental Agreement: At the end of the rental term, Customer shall return to Sub-lessor or the Owner, as directed by Sub-lessor, the Equipment in good working condition at Customer's cost.

7. Default and Remedies: Customer shall be deemed in default on this Sub-Rental Agreement if: a) you fail to pay a Rental Payment or any other amount when due; or b) you breach any other obligation under this Sub-Rental Agreement or any other (Rental or Sub-Rental) Agreement with us. If you are in default, we may: a) declare the entire balance of unpaid Rental Payments for the full term under the Sub-Rental Agreement immediately due and payable to us; b) sue you for and receive the total amount due under the Sub-Rental Agreement plus the Equipment's anticipated end of Sub-Rental Agreement fair market value the ("Residual") with future Rental Payments and the Residual discounted to the date or default at the lesser of (i) per annum rate equivalent to that of U.S. Treasury constant maturity obligation (as reported by the U.S. Treasury Department) that would have a repayment term equal to the remaining term of the Sub-Rental Agreement, all as reasonably determined by us, or (ii) 3%, plus reasonable collection and legal cost; c) charge you interest on all monies due at the rate of 18% per year or the highest rate permitted by law from the date of default; and d) require that you immediately return the Equipment to us or we may peaceably repossess it. Any return or repossession will not be considered a termination or cancellation of this Sub-Rental Agreement. If the Equipment is returned or repossessed, Sub-lessor shall take reasonable steps to mitigate losses caused by Customer's default. Such steps may include the sale or re-rent of the Equipment, at one or more public or private sales, with or without notice to you, and apply the net proceeds (after deducting any related expenses) to your obligations. Customer shall remain liable for any deficiency with any excess being retained by Sub-lessor.

8. Default by the Sub-lessor – subrogation by the Owner: Should the Sub-lessor default on the rental agreement with the Owner of the Equipment, you accept that the Owner will have the right to subrogate into the Sub-lessor's legal position under this Sub-Rental Agreement and thus become a party (the new lessor) to this Sub-Rental Agreement assuming the same rights and obligations under the Sub-Rental Agreement as the Sub-lessor prior to its default. The Owner will give you a prompt notice of the Sub-lessor's default and that any and all payments pending or due under this Sub-Rental Agreement by you at the time of the Sub-lessor's default can only be made in full discharge to the Owner of the Equipment.

9. Attorney Fees and Miscellaneous: Customer agrees that this Sub-Rental Agreement is a "Finance Lease" as defined in Article 2A of the UCC. You acknowledge we have given you the name of the Owner and agree that you may have rights under this contract with the Owner and you may contact the Owner for a description of these rights. If requested, you will sign a separate Equipment acceptance certificate. This Sub-Rental Agreement was made in Georgia (GA), is to be performed in IL and shall be governed in accordance with the laws of IL. Any action arising out of this Agreement shall be adjudicated in a court of competent jurisdiction in Cobb County, Georgia. Customer agrees that the Equipment will only be used for business purposes and not for personal, family or household use, and will not be moved from the above location or a location under the control of Customer, without our consent. We, or whoever we authorize hereto, may inspect the Equipment during the term of this Sub-Rental Agreement. You agree that a facsimile or electronic mail copy of this Sub-Rental Agreement with facsimile or electronic mail signatures may be treated as an original and will be admissible as evidence of this Sub-Rental Agreement. In the event that legal action is required due to a breach of this Agreement, the parties hereby agree that the prevailing party in such action shall be entitled to an award of reasonable attorney fees and costs associated with the same

CUSTOMER GUARANTY & SIGNATURE

☐ You agree that this is a non-cancellable Sub-Rental Agreement with exception to Appendix A.

Full Legal Name | Title | Date | Signature

LESSEE ACCEPTANCE

Full Legal Name | Title | Date | Signature

SUB-LESSOR

TURF TANK

Turf Tank, 3330 Cobb Parkway NW, Suite 324-380, Acworth, GA 30101, USA.

Rental Agreement Commencement | Rental Agreement Number | Date | Accepted by

Turf Tank USA Inc. **Sub-Rental Agreement**

Appendix to Sub-Rental Agreement on Turf Tank One autonomous line marking robot

Appendix (A) – Annual Appropriation Clause

You believe that funds can and will be obtained in amounts sufficient to make all Rental Payments during the Rental term in each fiscal year. If your official governing body does not allow you funds for the succeeding fiscal year to continue such payments under the Sub-Rental Agreement, you may terminate the Sub-Rental Agreement at end of the current fiscal year, by giving (90) days prior written notice to us. Upon termination of the Sub-Rental Agreement, you will be responsible for the payment due prior to the end of the 90-day notice period referred to above. Upon the occurrence of this event, you shall, at your cost and expense, both restore the Equipment to its original condition (excepting only reasonable wear and tear) and return it to us in accordance with the terms set forth in the Sub-Rental Agreement.

For the Customer:	**For the Sublessor, Turf Tank USA Inc.**
Title:	Sub-Rental Agreement Commencement Date
_____	_____
Full Legal Name:	Sub-Rental Agreement Number
_____	_____
Accepted by and Date:	Accepted by and Date:
_____	_____
Customer Signature:	Sublessor Signature:
_____	_____

[IL] Community Unit School District 300 - Pro Subscription x 3

Products & Services

US - Turf Tank Pro Package - Upfront Implementation Cost — 1 x $2,275.00

Includes:

- Configuration & Shipping of Robot
- Secure Inventory & Lock in Installation Date
- Product Training & Online Resources

US - Turf Tank Pro Package - Subscription — 3 x $15,000.00 / year for 6 years

Includes:

- GPS Paint Robot + GPS Package
- Continuous Software Improvements
- Free Form Text Creation
- Customized Logo Creation
- Standard Geometry Package
- Extended Geometry Package
- Paint: $3,000 Allotment of Paint (White)
- (3) Robot Batteries
- Customer Support: 24/7 Monday-Sunday
- Hardware Warranty Program: Full (Includes Consumables)
- (1) Paint System Service Kit/per year: (Includes: 1-Solenoid, 1-Pump, 1- Suction rod assembly, 1- tubing set.)
- (2) 5.5 Gallon Paint Container for Robot
- (2) 2.5 Gallon Empty Paint Containers
- Customized Robot Wrapping
- (2) Maintenance & Training Visits/Per Year
- Courtesy Robot (If necessary)

Annual subtotal	$45,000.00
One-time subtotal	$2,275.00
Total	**$47,275.00**

Signature

Signature

Date

Printed name

Questions? Contact me

Zach Grosenheider
Regional Territory Manager
zach.grosenheider@turftank.com
+12173136960

Turf Tank
3330 Cobb Parkway NW Suite 324-380
Acworth GA 30101
United States

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 22, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Shelley Nacke,
Chief of Education Services

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Approval of Social and Emotional Skills Screener (Renewal)**

Background

The DESSA System universally screens, assesses, monitors progress, measures outcomes, and strengthens the social-emotional competence of all K-8 students in a strengths-based format. It provides data allowing teachers to tailor instruction for individuals or groups of students.

Extensive research-based interventions within the DESSA System support students' social and emotional growth throughout the year. The DESSA System can monitor students' progress in acquiring social-emotional skills and evaluate student, group, program, school, and district outcomes.

Administrative Recommendation

The administration recommends the approval of the contract as presented.

Fiscal Impact

The cost for renewal for 2023-2024 is $40,500; the vendor has provided us with three-year pricing at the same cost; the contract will be fully executed pending award. The IDEA Grant will fund the contract.

DISTRICT 300

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

April 5, 2022

Ms. Chelsea Shuss
Aperture Education LLC
100 Main Street, Suite 201
Fort Mill, SC 29715

Via email: cshuss@apertureed.com

Contract Renewal: Aperture Student Subscriptions

Dear Ms. Shuss,

To streamline the contract process between your firm and District 300, we would like to renew our existing contract which includes the Student Data Addendum. The renewal term would be 10/01/2022 – 9/30/2023. On April 27, 2021, the Board of Education originally approved a contract with Aperture Education LLC for student subscriptions for 26 Schools. This contract is attached.

In August of 2022, District 300 is opening Big Timber Elementary School in Hampshire, Illinois. The expected enrollment will be 400 students. We will be serving 27 schools in total. Our overall census, however, will remain unchanged. No new students will be added. Please provide pricing for the addition of this school to the contract.

If your firm agrees to the contract price of $40,500.00 plus the cost to service Big Timber Elementary School, the administration will recommend your contract extension to the Board of Education for review by the finance committee on Tuesday, April 12, 2022 and award by the board on Tuesday, April 26, 2022.

District 300 kindly requests your return of acceptance by Wednesday, April 6, 2022. If you have any questions, please call 847-551-8460.

Sincerely,

Diane C. White

Diane C White, Director of Purchasing

Acceptance to hold submitted pricing:

_____

Service Provider

APERTURE EDUCATION

Aperture Education - Contact Information	
Prepared by	Chelsea Shuss
E-mail	cshuss@apertureed.com
Phone	412.860.9794
Order Date	March 23, 2021
Expires	May 1, 2021

Account - Contact Information		
Organization Name	District 300	
Main Contact Name	Tommy Parisi	
Main Contact Title	Director of PE/Driver's Education/SEL and Athletics	
Main Contact Phone/Email	847.560.0770	thomas.parisi@d300.org

Account - Billing Information	
Account #	706182
Billing Contact	
Billing Contact Title	
Billing Contact E-mail	
Billing Contact Phone	
PO #:	

Subscription Management - Contact Information		
Program Administrator*		
Prog Admin Phone/Email		
Data/SIS Manager Name*		
Data/SIS Mgr Phone/Email		
Authorized to Make Changes*		

*The Program Administrator is the person within your organization who will be managing the online subscription account. The Data/SIS Manager, if applicable, is the person at your organization who will be working with the program admin to manage the rostering of students and users and classes. They are often the SIS specialist. Please list name and contact information for at least one person who is authorized to change the Program Administrator in the even that person leaves your organization.

Account - Shipping Information				
Shipping Contact			Shipping Address	
Shipping Phone/Email			Attention:	

SUBSCRIPTIONS

Subscription Period		Description	Item No.	Authorized Licenses*	Fees
Start Date	End Date				
10/01/21	09/30/22	K-8 DESSA and DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40640-MS	4,518	$18,072.00
10/01/21	09/30/22	DESSA-SSE, DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40680-MS	8,482	$33,928.00
		Eligible Volume Discount 10,000+ licenses (15% off licenses)			($7,800.00)
		Additional Exceptional Discount Extended			($11,700.00)
10/01/21	09/30/22	SIS Integrations: rostering & synchronization; SFTP solution	41000	13,000	$6,500.00
				SUBSCRIPTIONS SUBTOTAL	**$39,000.00**

*Licenses for the DESSA Comprehensive System are consumed when a student has been uploaded into the DESSA System and NOT when an assessment has been completed for a student. Only upload students whom you intend to assess. **"Unused" licenses do not roll over**. Annual licenses for EdSERT are site licenses and require one license per account per year.

PRODUCTS & SERVICES

Description	Item No.	Quantity	Unit Price	Total
Web-Based Training and Support: 24/7/365 Support Portal/Ticket Access, Access to Global Trainings and PD for Leadership/Raters and Tech System Set up	43000			$1,500
			PRODUTS & SERVICES SUBTOTAL	**$1,500.00**
			Estimated Taxes	
Tax Exempt? Please provide your tax exemption certificate with your purchase order or check to avoid accounting-related delays in processing your order.				
			Shipping & Handling	
			TOTAL INVESTMENT	**$40,500.00**

PAYMENT TERMS & TAXES

All fees must be paid in full 30 days from the date of invoice. In the case of training and services delivered on-site, a purchase order or payment must be received within 72 hours of your established training date to avoid cancellation of your training. Aperture Education reserves the right to suspend Services until all past due amounts are paid in full. Any renewal or additional Order Forms shall be at Aperture Education's then-published rates or as otherwise specified on the Order Form. Prices quoted may not include and Customer shall pay all sales/use, gross receipts, value-added, GST or other tax (including interest and penalties imposed thereon) on the transactions contemplated herein, other than taxes based on the net income or profits of Aperture Education. Payment can be made via check, purchase order & invoice, or credit card. Credit card purchases will incur a 3% fee for processing. Payments made via foreign check will incur a $50 processing fee.

APERTURE EDUCATION

Aperture Education - Contact Information	
Prepared by	Chelsea Shuss
E-mail	cshuss@apertureed.com
Phone	412.860.9794
Order Date	March 23, 2021
Expires	May 1, 2021

Account - Contact Information		
Organization Name	District 300	
Main Contact Name	Tommy Parisi	
Main Contact Title	Director of PE/Driver's Education/SEL and Athletics	
Main Contact Phone/Email	847.560.0770	thomas.parisi@d300.org

Account - Billing Information	
Account #	706182
Billing Contact	
Billing Contact Title	
Billing Contact E-mail	
Billing Contact Phone	
PO #:	

Subscription Management - Contact Information		
Program Administrator*		
Prog Admin Phone/Email		
Data/SIS Manager Name*		
Data/SIS Mgr Phone/Email		
Authorized to Make Changes*		

*The Program Administrator is the person within your organization who will be managing the online subscription account. The Data/SIS Manager, if applicable, is the person at your organization who will be working with the program admin to manage the rostering of students and users and classes. They are often the SIS specialist. Please list name and contact information for at least one person who is authorized to change the Program Administrator in the even that person leaves your organization.

Account - Shipping Information			Shipping Address	
Shipping Contact				
Shipping Phone/Email			Attention:	

SUBSCRIPTIONS

Subscription Period		Description	Item No.	Authorized Licenses*	Fees
Start Date	End Date				
10/01/22	09/30/23	K-8 DESSA and DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40640-MS	4,518	$18,072.00
10/01/22	09/30/23	DESSA-SSE, DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40680-MS	8,482	$33,928.00
		Eligible Volume Discount 10,000+ licenses (15% off licenses)			($7,800.00)
		Additional Exceptional Discount Extended			($11,700.00)
10/01/22	09/30/23	SIS Integrations: rostering & synchronization; SFTP solution	41000	13,000	$6,500.00
				SUBSCRIPTIONS SUBTOTAL	**$39,000.00**

*Licenses for the DESSA Comprehensive System are consumed when a student has been uploaded into the DESSA System and NOT when an assessment has been completed for a student. Only upload students whom you intend to assess. **"Unused" licenses do not roll over**. Annual licenses for EdSERT are site licenses and require one license per account per year.

PRODUCTS & SERVICES

Description	Item No.	Quantity	Unit Price	Total
Web-Based Training and Support: 24/7/365 Support Portal/Ticket Access, Access to Global Trainings and PD for Leadership/Raters and Tech System Set up	43000			$1,500
			PRODUTS & SERVICES SUBTOTAL	**$1,500.00**
			Estimated Taxes	
Tax Exempt? Please provide your tax exemption certificate with your purchase order or check to avoid accounting-related delays in processing your order.				
			Shipping & Handling	
			TOTAL INVESTMENT	**$40,500.00**

PAYMENT TERMS & TAXES

All fees must be paid in full 30 days from the date of invoice. In the case of training and services delivered on-site, a purchase order or payment must be received within 72 hours of your established training date to avoid cancellation of your training. Aperture Education reserves the right to suspend Services until all past due amounts are paid in full. Any renewal or additional Order Forms shall be at Aperture Education's then-published rates or as otherwise specified on the Order Form. Prices quoted may not include and Customer shall pay all sales/use, gross receipts, value-added, GST or other tax (including interest and penalties imposed thereon) on the transactions contemplated herein, other than taxes based on the net income or profits of Aperture Education. Payment can be made via check, purchase order & invoice, or credit card. Credit card purchases will incur a 3% fee for processing. Payments made via foreign check will incur a $50 processing fee.

APERTURE EDUCATION

Aperture Education - Contact Information	
Prepared by	Chelsea Shuss
E-mail	cshuss@apertureed.com
Phone	412.860.9794
Order Date	March 23, 2021
Expires	May 1, 2021

Account - Contact Information		
Organization Name	District 300	
Main Contact Name	Tommy Parisi	
Main Contact Title	Director of PE/Driver's Education/SEL and Athletics	
Main Contact Phone/Email	847.560.0770	thomas.parisi@d300.org

Account - Billing Information	
Account #	706182
Billing Contact	
Billing Contact Title	
Billing Contact E-mail	
Billing Contact Phone	
PO #:	

Subscription Management - Contact Information		
Program Administrator*		
Prog Admin Phone/Email		
Data/SIS Manager Name*		
Data/SIS Mgr Phone/Email		
Authorized to Make Changes*		

*The Program Administrator is the person within your organization who will be managing the online subscription account. The Data/SIS Manager, if applicable, is the person at your organization who will be working with the program admin to manage the rostering of students and users and classes. They are often the SIS specialist. Please list name and contact information for at least one person who is authorized to change the Program Administrator in the even that person leaves your organization.

Account - Shipping Information				
Shipping Contact			Shipping Address	
Shipping Phone/Email			Attention:	

SUBSCRIPTIONS

Subscription Period		Description	Item No.	Authorized Licenses*	Fees
Start Date	End Date				
10/01/23	09/30/24	K-8 DESSA and DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40640-MS	4,518	$18,072.00
10/01/23	09/30/24	DESSA-SSE, DESSA-mini (4 versions), Growth Strategies, Foundational Practices, Reporting; 12 month per student subscription	40680-MS	8,482	$33,928.00
		Eligible Volume Discount 10,000+ licenses (15% off licenses)			($7,800.00)
		Additional Exceptional Discount Extended			($11,700.00)
10/01/23	09/30/24	SIS Integrations: rostering & synchronization; SFTP solution	41000	13,000	$6,500.00
				SUBSCRIPTIONS SUBTOTAL	**$39,000.00**

*Licenses for the DESSA Comprehensive System are consumed when a student has been uploaded into the DESSA System and NOT when an assessment has been completed for a student. Only upload students whom you intend to assess. **"Unused" licenses do not roll over**. Annual licenses for EdSERT are site licenses and require one license per account per year.

PRODUCTS & SERVICES

Description	Item No.	Quantity	Unit Price	Total
Web-Based Training and Support: 24/7/365 Support Portal/Ticket Access, Access to Global Trainings and PD for Leadership/Raters and Tech System Set up	43000			$1,500
			PRODUTS & SERVICES SUBTOTAL	**$1,500.00**
			Estimated Taxes	
Tax Exempt? Please provide your tax exemption certificate with your purchase order or check to avoid accounting-related delays in processing your order.				
			Shipping & Handling	
			TOTAL INVESTMENT	**$40,500.00**

PAYMENT TERMS & TAXES

All fees must be paid in full 30 days from the date of invoice. In the case of training and services delivered on-site, a purchase order or payment must be received within 72 hours of your established training date to avoid cancellation of your training. Aperture Education reserves the right to suspend Services until all past due amounts are paid in full. Any renewal or additional Order Forms shall be at Aperture Education's then-published rates or as otherwise specified on the Order Form. Prices quoted may not include and Customer shall pay all sales/use, gross receipts, value-added, GST or other tax (including interest and penalties imposed thereon) on the transactions contemplated herein, other than taxes based on the net income or profits of Aperture Education. Payment can be made via check, purchase order & invoice, or credit card. Credit card purchases will incur a 3% fee for processing. Payments made via foreign check will incur a $50 processing fee.

TERMS FOR SUBSCRIPTION SERVICES

The following terms apply only to orders which include subscription services.

Support

If you detect an outage or have other issues accessing the Services, you can contact Aperture Education Technical Support as follows: During business hours (8 am - 5 pm ET) or by emailing clientsuccess@apertureed.com. In addition, support guides and constantly updated support articles are available 24/7 by clicking on the Support hyperlink from within the application.

Term & Termination

This Order Form commences upon the Order Date set forth above and shall continue until the completion of the Subscription Period(s) for the Services set forth herein. This Order Form is subject to the termination rights set forth in the "Additional Terms" below.

Additional Terms

Notwithstanding anything to the contrary in the Terms, this Order Form and the Services provided to Customer hereunder are subject to the following additional terms. In the event of any conflict between these additional terms and the Terms, these additional terms will prevail. Limited Performance Warranty. Aperture Education represents and warrants during the Subscription Period(s) that the Services will operate substantially in accordance with any applicable documentation provided by Aperture Education; provided that (i) the Services are implemented and operated in accordance with all instructions supplied by Aperture Education; (ii) Customer notifies Aperture Education of any defect in the Services within ten (10) calendar days after the appearance thereof; (iii) Customer has properly used all updates recommended by Aperture Education with respect to any third party or adapter software products that materially affect the performance of the Services; (iv) Customer has properly maintained all associated equipment, software and environmental conditions in accordance with applicable specifications and industry standards; (v) Customer has not introduced other equipment or software creating an adverse impact on the Services; (vi) Customer has paid all amounts due hereunder and is not in default of any provision of this Agreement; (vii) any legacy software with respect to which the Services are to operate contains clearly defined interfaces and correct integration code; and (viii) Customer has made no changes (nor permitted any changes to be made other than by or with the express approval of Aperture Education) to the Services source code, if any is licensed hereunder. Indemnification. Aperture Education shall defend, indemnify and hold Customer harmless from any claim (including attorney fees) that the Services in the form provided violate or infringe the intellectual property rights of any third party; provided that Aperture Education is given prompt notice of the claim and sole control over the defense and any settlement thereof (except Aperture Education shall not enter into any settlement prejudicial to Customer without Customer's consent). Aperture Education is not obligated to indemnify Customer to the extent any claim arises from Customer's breach of the Terms or use of the Services in combination with any software, data, process or technology not supplied by Aperture Education (where there would be no claim, but for such combination) or (ii) unless Customer provides Aperture Education its reasonable cooperation at Aperture Education's expense. Termination. Either party may, in addition to other relief, suspend or terminate this Order Form if the other party breaches any material provision hereof and fails within thirty (30) days after receipt of notice of default to correct such default or to commence corrective action reasonably acceptable to the aggrieved party and proceed with due diligence to completion. Either party shall be in default hereof if it becomes insolvent, makes an assignment for the benefit of its creditors, a receiver is appointed or a petition in bankruptcy is filed with respect to the party and is not dismissed within thirty (30) days. De-Identification. Ninety (90) days after the end of the Subscription Period, Aperture Education will automatically de-identify any personal data (including student data) received from Customer. If Customer wants to extract any such personal data from the Services, Customer must do so before the end of the Subscription Period.

This Order Form incorporates by reference the Aperture Education Terms of Service found at www.apertureed.com/terms-of-service (the "Terms"), including any defined terms therein.

Terms for Professional Development and Training Services

The following terms apply only to orders which include professional development and/or training services.

Planning and Preparation

A training planning meeting must be conducted ahead of each on-site training date. This meeting will help Aperture Education to confirm details and understand your goals and unique context so that we can tailor the training to you as appropriate. Inability or failure to participate in the initial training meeting, subsequently required planning meetings or providing the Trainer key details required to conduct a successful training will result in cancellation of the training.

System Preparation

For trainings that involve accessing and using the DESSA Comprehensive SEL Assessment System, we require that the account be set up no fewer than 3 business days in advance of the professional development and/or training. This set up includes: completion of the Planning Your Program Meeting, Prepping Your System Training, all student rosters are loaded, all accounts are activated for users who will be using the system and attending the training, and all users who will be conducting ratings have logged into the system to confirm that their student rosters are accurate. If the training involves completing ratings, the DESSA assessment should also be assigned to the raters (please ask them NOT to complete the ratings ahead of the training). Failure to complete these steps 72 hours prior to the scheduled training may result in a need to reschedule the training.

Rescheduling and Cancellation Policy

You must notify Aperture Education as soon as possible if for any reason any on-site training needs to be cancelled or rescheduled. If you decide to cancel rather than reschedule the training, you may be eligible for a refund as long as we receive at least 72 hours' notice prior to the day of the workshop. Please note that all costs accrued after acceptance of these terms and prior to the workshop (including airfare) will be withheld from the refund, even if you cancel the workshop.

Additional Terms

Web-Based Training - Your assigned Client Success Manager will work with you to schedule all web-based training sessions. We make every effort to accommodate requests for specific training times for our clients and appreciate at least 24 hours' notice to reschedule or cancel a web training. Cancelled webinars with less than 24 hours' notice or "no shows" are subject to a $100 fee in order to reschedule.

Onsite Training - All on-site trainings will be planned in coordination with your assigned Client Success Manager and conducted by a qualified Aperture-certified Master Trainer with general expertise in SEL and specific expertise in Aperture products.

Training Preparation - A training planning meeting must be conducted ahead of each on-site training date. This meeting will help us to confirm details and understand your goals and unique context so that we can tailor the training to you as appropriate. Inability or failure to participate in the training meeting at least two weeks prior to the training will result in cancellation of the training.

For onsite trainings that involve accessing and using the DESSA Comprehensive SEL Assessment System, we require that the account be set up no fewer than 3 business days in advance of the workshop. This set up includes: completion of the Planning Your Program Meeting, Prepping Your System Training, all student rosters are loaded, all accounts are activated for users who will be using the system and attending the training, and all users who will be conducting ratings have logged into the system to confirm that their student rosters are accurate. If the training involves completing ratings, the DESSA assessment should also be assigned to the raters (please ask them NOT to complete the ratings ahead of the training). Failure to complete these steps 72 hours prior to the scheduled training may result in a need to reschedule the training.

Materials - The trainer will send you a copy of all workshop materials so you can make copies for all participants. In addition to these, we will need you to supply the following: markers, large removable poster paper, sticky notes, and a means of projecting the training as well as an adequate space for the training that is sufficiently free from distraction. We also recommend snacks and beverages be available for your attendees.

Travel Costs - Our trainer will make all travel arrangements. The cost detailed above includes all the above listed services, trainings, and all related travel expenses, and will be invoiced by Aperture Education upon your acceptance of this letter as indicated by your signature below. Please let Aperture Education know if you have any special billing requirements. If payment is not received 72 hours prior to the schedule training day, we will release hold on your specified training date and will work with you to reschedule your training with our then availability.

Agreement

The signature below affirms your commitment to pay for the products and Services in accordance with the terms set forth in this Order Form.

Authority to Sign

By signing below, you represent and warrant that you are signing with full and complete authority to bind the Customer, on whose behalf you are signing, to this Agreement.

Community Unit School District 300

Organization

Susan Harkin

A3BB358670FE4AD718B86C5B0A2FAD86 contractworks

Signature

Susan Harkin

Name

Chief Operating Officer

Title

04/28/2021

Date

Aperture Education

Organization



Signature

Chelsea Shuss

Name

Partnership Manager

Title

March 23, 2021

Date

DISTRICT 300

Community Unit School District 300
and Aperture Education
Data Privacy Addendum (Student Data)

This Data Privacy Addendum (the "Addendum") by and between Community Unit School District 300 (the "School District") and **Aperture Education** (the "Company") (collectively, the "Parties") is incorporated in, effective simultaneously with, and modifies the attached agreement between the Parties and all current and supplemental terms and conditions, order forms, policies, practices, procedures, and/or other documentation relating to the attached agreement (collectively, the "Agreement"). This Addendum supersedes the Agreement by adding to, deleting from, and modifying the Agreement. To the extent any provision in this Addendum results in any conflict or inconsistency between the Agreement and this Addendum, this Addendum shall govern and any term of the Agreement that conflicts with this Addendum or is inconsistent with this Addendum shall be of no force or effect.

1. Definition of School District Data

As used in this Addendum, "School District Data" includes:

- "Personally Identifiable Information" and "Education Records" of students as defined in regulations implementing the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. § 99.3;
- "School Student Records" as defined in the Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/2(d);
- "Covered Information" as defined in the Illinois Student Online Personal Protection Act ("SOPPA"), 105 ILCS 85/5; and
- All other non-public information, including student data, metadata, and user content, of the School District's students.

2. Services and Data Provided

2.1 *Nature of Products or Services Provided.* The Company has agreed to provide the following products and/or services to the School District:

[Complete Appendix A.]

2.2 *School District Data Provided*. To allow the Company to provide the products and/or services described in *Section 2.1*, the School District will provide Student Data to the Company as identified in Exibit "B".

[Complete Exhibit B.]

2.3 *Minimum Data Necessary Shared.* The Company attests that the data requested by the Company from the School District for the School District to access the Company's products and/or services represents the minimum necessary data

for the products and/or services as described in the Agreement and this Addendum.

3. Compliance with Law

3.1 The Company agrees that all sharing, use, and storage of School District Data will be performed in accordance with all applicable Federal and State laws. The Company agrees that it will comply with all applicable laws and refrain from using School District Data in any way prohibited by any law, whether such requirements are specifically set forth in this Addendum. Applicable laws may include, but are not limited to, FERPA; ISSRA; SOPPA; the Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; the Protection of Pupil Rights Amendment ("PPRA"), 20 U.S.C. 1232 h; and the Illinois Children's Privacy Protection and Parental Empowerment Act ("CPPPEA"), 325 ILCS 17/1 *et seq*.

4. Data Ownership and Use

4.1 *Data Ownership and Control.* The School District Data and any intellectual property rights thereto remain the property of and under the control of the School District. The Company does not obtain any right, title, or interest in any of the School District Data furnished by the School District.

4.2 *School District Access to Data.* Any School District Data in the possession or under the control of the Company shall be made available to the School District upon request by the School District. The Company shall be responsible to provide copies of or access to School District Data in the possession or under the control of the Company to the School District within a reasonable time frame and in all cases within time frames that will allow timely compliance by the School District with any statutorily or court ordered deadline. This includes requests under the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.*, requests regarding student records under FERPA or ISSRA, requests for records in discovery in state or federal court or administrative proceedings, and any other request.

4.3 *Company Use of Data*. The Company may use and disclose the School District Data only for the purposes described in the Agreement and only in a manner that does not violate local, state, or federal privacy laws and regulations. These include, but are not limited to, the following requirements, as applicable:

4.3.1 School Officials Requirements. The Company acknowledges that it is acting and designated as a "school official" or "official of the school" with a "legitimate educational interest" in the School District Data as those terms are used in FERPA, ISSRA, and SOPPA (a "School Official"). The Company agrees to abide by the limitations and requirements applicable to a School Official. The Company agrees it is performing an institutional service or function for which the school would otherwise use employees and is under the direct control of the school with respect to the use and maintenance of the School District Data. The Company agrees that it

will use the School District Data only for authorized purposes and will comply with all limitations and requirements imposed on a School Official under FERPA, ISSRA, and SOPPA, including the requirements that the Company: (1) collect and use School District Data only for the purpose of fulfilling its duties under the Agreement and this Addendum and only for the benefit of the School District and its end users; (2) will not share, disclose, or re-disclose the School District Data to any third party or affiliate except as permitted by FERPA, ISSRA, and SOPPA or provided for in this Addendum, otherwise authorized in writing by the School District, or pursuant to a court order; (3) will not use School District Data (including metadata) for advertising or marketing purposes unless such use is specifically authorized by this Addendum or otherwise authorized in writing by the School District.

4.3.2 PPRA Requirements. With respect to the Company's collection, disclosure, or use of School District Data as governed by the PPRA, the Company's collection, disclosure, or use of any School District Data shall be for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, the School District's students or educational institutions, or otherwise for the use and benefit of the school. The Company will not use the School District Data for any purpose other than the School District's purpose.

4.3.3 COPPA Requirements. To the extent applicable, the Company agrees that its use of the School District Data will be solely for the benefit of the School District's students and for the school system, and that the Company will not collect personal information from students for any purpose other than the School District's purpose, including any other commercial purpose.

4.4 *Internal Company Disclosure.* The Company attests that only individuals or classes of individuals who are essential to perform the work under the Agreement will have access to the School District Data and that those individuals and classes of individuals will be familiar with and bound by this Addendum and relevant law. The Company shall cause each officer, director, employee, subcontractor, and other representative who will have access to any School District Data during the term of the Agreement to comply with all legal requirements applicable to the School District Data, including but not limited to those outlined in this Agreement and under relevant law.

5. Company Obligations Regarding Data

5.1 *Safeguards.* The Company agrees to take appropriate administrative, technical, and physical safeguards reasonably designed to protect the security, privacy, confidentiality, and integrity of School District Data. The Company shall ensure that School District Data are secured and encrypted to the greatest extent practicable during use, storage and/or transmission.

5.1.1 Security Procedures and Practices. The Company agrees that at it will implement and maintain security procedures and practices that, at a minimum, are designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure that based on the sensitivity of the data and the risk from unauthorized access: (i) use technologies and methodologies that are consistent with the U.S. Department of Commerce's National Institute of Standards and Technology's Framework for Improving Critical Infrastructure Cybersecurity Version 1.1. and any updates to it; or (ii) maintain technical safeguards as they relate to the possession of covered information in a manner consistent with the provisions of 45 C.F.R. 164.312.

5.1.2 Storage of Data. The Company agrees to store and process the School District Data in a manner that is no less protective than those methods used to secure the Company's own data. The Company agrees that School District Data will be stored on equipment or systems located within the United States.

5.1.3 Audit of Safeguards. The Company shall maintain complete and accurate records of its security measures for School District Data and produce such records to the School District for purposes of audit upon reasonable prior notice during normal business hours. The School District reserves the right at its sole discretion to audit the Company's storage of School District Data at the School District's expense to ensure compliance with the terms of the Agreement and this Addendum.

5.1.4 Reasonable Methods. The Company agrees to use "reasonable methods" to ensure to the greatest extent practicable that the Company and all parties accessing School District Data are compliant with state and federal law. The School District reserves the right to audit such measures upon reasonable prior notice during business hours.

5.2 *Privacy Policy.* The Company must publicly disclose material information about its collection, use, and disclosure of covered information, including, but not limited to, publishing a terms of service agreement, privacy policy, or similar document. Any changes the Company may implement with respect to its privacy policies or terms of use documents shall be ineffective and inapplicable with respect to the School District and/or School District Data unless the School District affirmatively consents in writing to be bound by such changes. Access by students or parents/guardians to the Company's programs or services governed by the Agreement and this Addendum or to any School District Data stored by the Company shall not be conditioned upon agreement by the parents/guardians to waive any of the student data confidentiality restrictions or a lessening of any of the confidentiality or privacy requirements contained in this Addendum.

5.3 *Data Return/Destruction.* Upon 90 days after the expiration of the term of the Agreement, upon 90 days after the earlier termination of the Agreement for any reason, at a time when some or all the School District Data is no longer needed for purposes of the Agreement, or upon the School District's request, the Company covenants and agrees that it promptly shall return to the School District all School District Data in the Company's possession and control. If return of the data is not feasible or if the School District agrees, then the Company shall destroy the data via complete de-identification. The Company agrees to send a written certificate that the data was properly destroyed or returned upon School District Request. Such certificate shall be delivered within 30 days of the date of the request (e.g., within 30 days of the termination of the Agreement, within 30 days of the School District's request or notification to the Company that the data is no longer needed for the purposes of the Agreement). The Company shall destroy School District Data in a secure manner and in such a manner that it is permanently irretrievable in the normal course of business. The only exception to the requirements of this *Section 5.3* is if the Company has express written consent from a student's parent or legal guardian consenting to the maintenance of the covered information. In such case, the Company agrees to send with or in lieu of the written certificate required by this *Section 5.3* written evidence of parental/guardian consent for any data maintained.

5.4 *Authorizations*. The Company agrees to secure individual School District or parent/guardian written authorizations to maintain or use the School District Data in any manner beyond the scope of or after the termination of the Agreement.

5.5 *Data Breach.* For purposes of this section, "data breach" means the unauthorized disclosure of data, unauthorized provision of physical or electronic means of gaining access to data that compromises the security, confidentiality, or integrity of School Student Data, or other unauthorized access, alteration, use or release of School District Data, as well as any other circumstances that could have resulted in such unauthorized disclosure, access, alteration, or use.

5.5.1 In the event of a data breach, the Company agrees to the following: (1) notify the School District by telephone and email within the most expedient time possible and without unreasonable delay, but no later than 24 hours after the determination that a breach has occurred; (2) *a*t the time notification of the breach is made, provide the School District with the name and contact information for an employee of the Company who shall serve as the Company's primary security contact; (3) assist the School District with any investigation, including interviews with Company employees and review of all relevant records; (4) provide the School District within the most expedient time possible and without unreasonable delay, and in no case later than fifteen (15) days after notification to the School District that a data breach occurred, the number of students whose covered information is involved in the breach; the date, estimated date, or estimated date range of the

breach; a description of the covered information that was compromised or reasonably believed to have been compromised in the breach; and contact information for the person who parents/guardians may contact at the Company regarding the breach; and (4) assist the School District with any notification the School District deems necessary related to the security breach. The Company agrees to comply with the terms of this *Section 5.5.1* regardless of whether the misuse or unauthorized release of School District Data is the result of or constitutes a material breach of the Agreement or this Addendum.

5.5.2 The Company shall not, unless required by law, provide any notices except to the School District without prior written permission from the School District.

5.5.3 The Company shall reimburse and indemnify the School District for all costs imposed on the School District or reasonably undertaken by the School District at its discretion associated with a data breach, including but not limited to reimbursement of costs associated with notifying individuals whose information was compromised and notifying required regulatory agencies; fees paid to provide credit monitoring to impacted individuals; legal fees, audit costs, fines, and any other fees or damages reasonably undertaken by or imposed against the School District as a result of the security breach; and any other notifications, legally mandated responses, or responses reasonably undertaken by the School District in response to the breach.

6. Prohibited Uses

6.1 The Company shall not do any of the following:

6.1.1 Sell School District Data; use or share School District Data for purposes of targeted advertising, as defined in Section 85/5 of SOPPA; or use School District Data to create a personal profile of a student other than for accomplishing the purposes described in the Agreement and this Addendum and explicitly authorized in writing by the District;

6.1.2 Use information, including persistent unique identifiers, created or gathered by the operator's site, service, or application to amass a profile about a student, except in furtherance of "K through 12 school purposes," as defined by SOPPA. "Amass a profile" does not include the collection and retention of account information that remains under the control of the student, the student's parent or legal guardian, or the School District; or

6.1.3 Sell or rent a student's information, including covered information. This *Section 6.1.3* does not apply to the purchase, merger, or other type of acquisition of the Company by another entity if the Company or its successor entity complies with all relevant law and this Addendum regarding previously acquired School District Data.

6.2 Notwithstanding the previous paragraphs and any other terms of this Addendum, the Company may use School District Data for maintaining, developing, supporting, improving, or diagnosing the operator's site, service, or application if such use is authorized by Federal or State law. The Company agrees to notify the School District if it believes release of School District Data is otherwise justified under law, including the reasons set forth in SOPPA Section 84/10(4); however, any such disclosure must be made by the School District and pursuant to valid ISSRA and FERPA exceptions.

7. Miscellaneous

7.1 *Harmful Code.* Using a recent version of a reputable virus-checking product (to the extent commercially available), Company will check its software and other systems used by Company to deliver the products or services to the School District for any harmful code, including, without limitation, any viruses, worms, or similar harmful code, and will use commercially reasonable efforts to eliminate any such harmful code that the Company discovers.

7.2 *Indemnification.* The Company agrees to indemnify, defend and hold harmless the School District and its officers, directors, employees, agents, attorneys and assigns, against any third-party claims, demands, actions, arbitrations, losses and liabilities resulting from damage caused by the Company employees, contractors, or subcontractors in performing its obligations under the Agreement or this Addendum.

7.3 *Insurance*. During the term of this Agreement, the Contractor, at its sole cost and expense, and for the benefit of the District, shall carry and maintain the following insurance:

7.3.1 Comprehensive general liability and property damage insurance, insuring against all liability of the Contractor related to this Agreement, with a minimum combined single limit of One Million Dollars ($1,000,000.00) per occurrence, One Million Dollars ($1,000,000) Personal & Advertising Injury, Two Million Dollars ($2,000,000) Products/Completed Operations Aggregate, and Two Million Dollars ($2,000,000) general aggregate;

7.3.2 Professional Liability/Technology Errors & Omissions Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of not less than Two Million Dollars ($2,000,000);

7.3.3 Automobile liability Insurance with a combined single limit of One Million Dollars ($1,000,000) (only required if Contractor will be on-site);

7.3.4 Cyber liability/identity theft insurance with a combined limit of Two Million Dollars ($2,000,000) per claim and Two Million Dollars ($2,000,000) general aggregate;

7.3.5 Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for the Contractor's respective employees with Employers Liability of limits of $1,000,000 Each Accident; $1,000,000 Disease – Each Employee; $1,000,000 – Policy Limit; and

The insurance shall include sexual abuse and molestation coverage if the Contractor will be on District premises. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The comprehensive general liability, property damage, auto liability, and umbrella liability insurance policy shall name the District, its Board, Board members, employees, volunteers, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District (if the Contractor will be on the District's premises the waiver of subrogation shall also apply to the workers' compensation insurance the waiver of subrogation shall also apply to the workers' compensation insurance). The Contractor shall provide the District with certificates of insurance reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. If requested the Contractor shall provide copies of applicable policy endorsements. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to the District by certified mail, return receipt requested.

7.4 *Infringement.* The Company warrants that no third party has any claim to any trademark, patent, or proprietary interest in any product or service the Company provides to the School District. The Company will defend, hold harmless, and indemnify the School District from any claims brought by a third party against the School District to the extent based on an allegation that any Company product or service infringes any U.S. patent, copyright, trademark, trade secret or other proprietary right of a third party. If the School District's use of the Company's products is restricted as the result of a claim of infringement, the Company shall do one of the following: (i) substitute another equally suitable product or service; (ii) modify the allegedly infringing Company product or service to avoid the infringement; (iii) procure for the School District the right to continue to use the Company product or service free of the restrictions caused by the infringement; or (iv) take back such Company product or service and refund to the School District the fees previously paid for the Company's product or service depreciated on a straight line basis over 12 months and terminate the School District's license to use the Company's product.

7.5 *No Indemnification or Limitation of Liability by School District.* Any provision included in the Agreement that requires the School District to indemnify the Company or any other party is deleted and shall not apply to the School District.

Any provision in the Agreement, except for Section 7.8 of this Addendum, that limits the Company's liability, requires the School District to release the Company for claims the School District may have against the Company is deleted. Further, any provisions requiring the School District to release its class action rights is deleted.

7.6 *Mutual Limitation of Liability.* Neither party will be liable for breach-of-contract damages that the breaching party could not reasonably have foreseen on entry into this agreement.

7.7 *Taxes.* The School District is a tax-exempt organization. Federal excise tax does not apply to the School District and State of Illinois Sales Tax does not apply. The amounts to be paid to the Company hereunder are inclusive of all other taxes that may be levied, including sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Company shall be responsible for any taxes levied or imposed upon the income or business privileges of the Company.

7.8 *Payments*. The School District shall make payments to the Company in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1. If the School District is late in making a payment it shall make interest payments at the maximum amount permitted under the Illinois Local Government Prompt Payment Act, 50 ILCS 505/4.

7.9 *Force Majeure.* Neither party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of the delayed party), provided that the delayed party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

7.10 *Freedom of Information Act.* The Company acknowledges that School District is subject to the Illinois FOIA, and that the School District shall not be in breach of any confidentiality provisions contained in the Agreement if the School District releases a record in compliance with the FOIA.

7.11 *Publication of Agreement.* Under SOPPA, the School District must publish the Company's name and business address, a copy of the Agreement and this Addendum, and a list of any subcontractors to whom School District Data may be disclosed. The Company agrees to provide to the School District prior to execution of the Agreement and this Addendum the name, business address, and list of subcontractors to be published. The Company acknowledges that if there are provisions of the Agreement other than those required to be included in the Agreement and this Addendum by SOPPA that the Company would like redacted before publication, the Company must submit a request in writing to the School District prior to execution of the Agreement and this Addendum.

Only if the School District agrees to such redaction prior to the execution of the Agreement and this Addendum shall the redaction be made prior to publication.

7.12 *Governing Law.* The Agreement and this Addendum shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Kane County, Illinois, or the federal district court for the Northern District of Illinois. Any references to required notices of claims, arbitration, or mediation in the Agreement are not applicable to the Parties.

7.13 *Renewal of Agreement.* The parties may renew the Agreement and this Addendum in writing. Any provision in the Agreement that provides for an automatic renewal of the Agreement is deleted.

7.14 *Termination.* The School District may immediately terminate the Agreement if the School District makes the determination that the Company has breached a material term of the Agreement or this Addendum and the Company is unable to cure the default within 15 days of delivering written notice of the default to the Company. In addition, either party may terminate this Agreement at any time without cause after providing the Company with 90 days written notice and shall be entitled to reimbursement of all fees previously paid but not yet incurred with the exception of student licenses, which are pre-paid and not reimburseable.

7.15 *Amendment.* No amendment or modification to the Agreement and this Addendum shall be effective unless and until the amendment or modification is in writing and signed by all parties to the Agreement and this Addendum.

7.16 *Effective Date.* The Addendum shall be deemed dated and become effective on the date the last of the parties signs as set forth below the signature of their duly authorized representatives.

Appendix "A"

Insert a brief description. "*Nature of Products or Services Provided.* The Company has agreed to provide the School District the products and/or services outlined below:

The Aperture System is web-delivered software designed to support school districts and youth development programs in delivering evidence-based, data-driven, and accountable social and emotional learning (SEL) programs to children and youth in grades K-12. The system has two primary components, 1) The selected DESSA Assessments (DESSA-mini, DESSA, and DESSA-SSE) and Instructional Resources, which provides educators with rigorous and practical tools to screen, assess, and teach social-emotional skills, and 2) a web-based, scalable, and secure platform to deliver the functionality to the educator and district/program administrators.

Exhibit "B"
SCHOOL DISTRICT DATA PROVIDED

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	☒
	Other application technology meta data-Please specify:	☐
Application Use Statistics	Meta data on user interaction with application	☒
Assessment	Standardized test scores	☐
	Observation data	☒
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, blog entries)	☐
Conduct	Conduct or behavioral data	☒
Demographics	Date of Birth	☒
	Place of Birth	☐
	Gender	☒
	Ethnicity or race	☒
	Language information (native, or primary language spoken by student)	☒
	Other demographic information-Please specify: demographic information selected by district may be included or excluded from the Aperture System.	☒
Enrollment	Student school enrollment	☒
	Student grade level	☒

	Homeroom	☒
	Guidance counselor	☐
	Specific curriculum programs	☐
	Year of graduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☒
Special Indicator	English language learner information	☒
	Low income status	☒
	Medical alerts/health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☒
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☒
Student Contact Information	Address	☐
	Email	☐
	Phone	☐

Student Identifiers	Local (School district) ID number	☒
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☒
	Student app passwords	☒
Student Name	First and/or Last	☒
Student in App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☒
Student work	Student generated content; writing, pictures, etc.	☒
	Other student work data-Please specify:	☐
Transcript	Student course grades	☐
	Student course data	☒
	Student course grades/performance scores	☐
	Other transcript data-Please specify	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data-Please specify:	☐

Other	Please list each additional data element used, stored, or collected by your application:	☐

None	No Student Data collected at this time. Provider will immediately notify D300 if this designation is no longer applicable.	☐

Company Name	**Community Unit School District 300**
Chelsea Shuss 09BF1F532306002CA106FAAD43CEF998 contractworks Signature	Susan Harkin A3BB358670FE4AD718B86C5B0A2FAD86 contractworks Signature
Chelsea Shuss Name	Susan Harkin
Manager of Success Team Title	Chief Operating Officer
04/28/2021 Date	**04/28/2021** Date

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **March 1, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: David Nowak,
Coordinator of Alternative Programming

Presented at the following Board Meetings	
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	04/11/2023
BOE 2nd Reading	04/25/2023

SUBJECT: **Approval of Online-Based Learning Renewal**

Background

This site license from Imagine Learning (Edgenuity) replaces Odysseyware for Online-Based Learning Management System & Curriculum used by students in the iLearn Night School Program and other District credit recovery programs such as ALOP.

Administrative Recommendation

The administration recommends approval of the subscription contract as presented.

Fiscal Impact

The total cost of the contract is $367,449.90 (with a discount of $64,844.10 over a two-year period). This contract will be paid for out of the Education Services budget and is a two-year term, from 9/1/2023-8/31/2025.

imagine learning

Price Quote

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Date	2/16/2023
Quote No.	298151
Acct. No.	03:co:IL:12216091
Total	$367,449.90
Pricing Expires	10/1/2023

Community Unit School District 300
2550 Harnish Dr
Algonquin IL 60102

Payment Schedule	Contract Start	Contract End
Net 30	9/1/2023	8/1/2025

Site	Description	Comment	End Date	Qty
1. Algonquin Middle School				
	Digital Libraries 6-8 Comprehensive Site License (all MS math, ELA, science, social studies, MS electives, and MS World Languages; excludes eDynamic Learning and Purpose Prep)		08/01/2025	1
	Purpose Prep Site License		08/01/2025	1

Site	Description	Comment	End Date	Qty
1. Algonquin Middle School				
2. Carpentersville Middle School				
3. Dundee-Crown High School				
4. Dundee Middle School				
5. Hampshire High School				
6. Hampshire Middle School				
7. Harry D Jacobs High School				
8. Oak Ridge School				
9. Westfield Community School				

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at https://www.imaginelearning.com/standard-terms-and-conditions, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

Community Unit School District 300

Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative

Susan Jones
Account Executive- Indiana/Illinois
574-213-4639
susan.jones@imaginelearning.com

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

imagine learning

Price Quote

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Date	2/16/2023
Quote No.	298151
Acct. No.	03:co:IL:12216091
Total	$367,449.90
Pricing Expires	10/1/2023

Site	Description	Comment	End Date	Qty
	EdgeEX Promotional Access – Available Fall 2023, access not to exceed 6/30/2024		08/01/2025	9

Site	Description	Comment	End Date	Qty
1. Carpentersville Middle School				
2. Dundee Middle School				
3. Hampshire Middle School				
	Digital Libraries 6-8 Comprehensive Site License (all MS math, ELA, science, social studies, MS electives, and MS World Languages; excludes eDynamic Learning and Purpose Prep)		08/01/2025	3
	Purpose Prep Site License		08/01/2025	3

Site	Description	Comment	End Date	Qty
1. Dundee-Crown High School				
2. Hampshire High School				
3. Harry D Jacobs High School				
	Digital Libraries 9-12 Comprehensive Site License (HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		08/01/2025	3

Site	Description	Comment	End Date	Qty
1. Dundee-Crown High School				
2. Hampshire High School				
3. Harry D Jacobs High School				
4. Westfield Community School				
	Purpose Prep Site License		08/01/2025	4

Site	Description	Comment	End Date	Qty
1. Westfield Community School				
	Digital Libraries 6-8 Comprehensive Site License (all MS math, ELA, science, social studies, MS electives, and MS World Languages; excludes eDynamic Learning and Purpose Prep)		08/01/2025	1

Site	Description	Comment	End Date	Qty
1. Oak Ridge School				
	Digital Libraries 6-12 Comprehensive All Site License (MS and HS content for math, ELA, science, social studies, electives, AP, world languages, Virtual Tutors; excludes eDynamic Learning and Purpose Prep)		08/01/2025	1
	Purpose Prep Site License		08/01/2025	1

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Price Quote

Date	2/16/2023
Quote No.	298151
Acct. No.	03:co:IL:12216091
Total	$367,449.90
Pricing Expires	10/1/2023

Subtotal	$432,294.00
Discount	($64,844.10)
Total	$367,449.90

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **04/06/2023**

TO: Susan Harkin, Superintendent
Board of Education

FROM: Shelley Nacke, Chief of Education Services

Presented at the following Board Meetings	Date
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	4/11/2023
BOE 2nd Reading	4/25/2023

SUBJECT: **Private Placement Facility Agreement**

Background

No change in the status of the case. No ISBE-approved placements have accepted the student, so that they will continue placement. As a refresher, here is the case: On February 4, 2022, ISBE filed emergency rules allowing school districts to place students in non-ISBE-approved residential facilities when no ISBE-approved facility accepts the student or immediate placement is not available and allowing school districts to receive reimbursement for placements in such non-approved facilities if certain conditions are met. The emergency rules also allow reimbursement when an ISBE Hearing Officer orders placement in a non-approved residential facility.

Current documentation for the 34-43 reimbursement was completed and approved by ISBE through 11/14/2022. The IEP team would then meet and review possible ISBE placements. This allows for reimbursement by ISBE for the schooling once the 2 per capita is met and 95-100% reimbursement for residential placement.

We have a student whose IEP team met and agreed that a residential placement would be appropriate. ISBE approved 34-43 for reimbursement.

Administrative Recommendation

The Administration recommends approval of the contract with Shrub Oak, Monegan Lake, NY, for private placement services.

Fiscal Impact

$573,200.00 for the 23-24 school year.

Shrub Oak International School

3151 Stoney Street
Mohegan lake, NY 10547
(914) 885-0110

This Agreement is by and between **Shrub Oak International School**, a private provider of special education services in the State of New York, (the "Private Provider") and the **Community Unit School District 300** (the "Board"), collectively referred to herein as the "Parties."

WHEREAS, the Board is the local educational agency ("LEA") responsible for providing educational and related services for **Kyle Jaswilko** ("the Student') pursuant to the Individuals with Disabilities Education Act (the "IDEA"); and

WHEREAS, the Parents determined that the Student should be placed at the Private Provider's program for the period starting on or about July 1, 2023 and ending on or about June 30, 2024; and

WHEREAS, the Board has agreed to fund the reasonable costs of special education provided to the Student at the Private Program; and

NOW THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree to the following terms:

1. The Private Provider agrees to provide the special education to the Student at its facility, which is located in Mohegan Lake, NY. The cost of the Private Provider's program shall be calculated using the following Annual/Monthly rate(s) for the Private Provider's services:

RATE(S):

Total Tuition Rate = $573,200.00

Annual Education Rate = $154,500.00

Annual Residential Rate = $161,900.00

16 hours 1 to 1 Support Services = $256,800.00

Monthly Obligation of the "Board"= $47,766.67

2. The term of the Agreement shall commence on July 1, 2023 and shall continue through June 30, 2024, unless terminated by either of the Parties, as set forth in this Agreement. Should the Planning and Placement Team ("PPT") determine that the Student should transition to a less restrictive facility during the term of this Agreement the Private Provider will promptly notify the Board.

3. During the term of this Agreement, the Private Provider shall furnish to the Student the special education and related services outlined in the Student's individualized Education Program ("IEP"). The specific hours of special education and related services will be articulated by the Private Provider at a PPT meeting.

4. The Parties agree that the services set forth in the IEP are sufficient to allow the Student to achieve the goals and objectives set forth in said IEP. Should either Party believe at any point during the term of this Agreement that the services set forth in the IEP are not sufficient to achieve said goals and objectives, such Party shall immediately notify the other party, and the Parties shall meet without undue delay to discuss and revise the Student's program. Any agreement regarding programmatic revisions by the Parties shall be included in a written amendment to this Agreement, which shall be promptly executed by the Parties and attached hereto.

5. If consideration for the Student's placement in the program of the Private Provider and the provision of services consistent with IEP, and provided that the Student is enrolled and consistently attending the program of the Private Provider, the Board shall make the following monthly payments to the Private Provider within thirty (30) days of receipt of appropriate monthly invoices and reports documenting services provided to the Student during the relevant month (as required by Paragraph 9 of this Agreement), which services provided shall be consistent with the services set forth in the IEP of this Agreement, from the Private Provider: **$47,766.67**

6. Professional staff employed by the Board shall have the right to obtain information from the Private Provider, including site visits to the Private Provider. The Board shall provide the Private Provider with signed consent from the Parents in advance of the first such visit or observation by any of the Board's professional staff members, if required by law. The Board agrees to provide at least twenty-four (24) hours' notice before conducting a site visit pursuant to this Paragraph. The Private Provider shall allow Board staff to access and review records maintained in accordance with Paragraph 9 of this Agreement during any site visit conducted during the term of this Agreement.

7. The Private Provider hereby represents that all staff members who will provide the services set forth in this Agreement hold the appropriate training, licensure and/or certification to provide said services. The Private Provider represents further that its staff has been subject to review of credentials and certifications, appropriate criminal background checks and checks under the relevant sexual offender registries to ensure that they are appropriately hired to provide services to students with disabilities. The Private Provider also represents that it has been duly accredited, licensed and/or approved to operate its program and that it will maintain such accreditation, licensure and/or approval for the duration of this Agreement. Upon request, the Private Provider shall provide criminal background information and/or proof of credentials, licensure and/or certification as to any staff working with the Student to the Board.

8. The Private Provider agrees that in providing services to the Student it will comply with at all times with the requirements of the Family Educational Rights and Privacy Act ("FERPA") and all other applicable state and federal laws relative to the maintenance and confidentiality of the Student's records. To the extent that educational records concerning the Student are created and/or maintained by the Private Provider as a result of the services provided under this Agreement, the Private Provider agrees that such records shall be considered the property of the Board and shall be returned to the Board upon request or upon the Student's discharge or disenrollment from the Private Provider. The Board shall have the right to review all educational records related to the Student and to confer with staff of the Private Provider regarding the Student or the Student's educational program. Pursuant to FERPA, the Private Provider shall not disclose or re- disclose any personally identifiable student information or educational records pertaining to the Student, as those terms are used under FERPA, without parental consent, except as otherwise authorized by law. No educational records of the Student shall be destroyed without the express written consent of the Board, following appropriate notification procedures under State and Federal law. All employees and agents of the Private Provider will be trained regarding the

requirements under FERPA concerning maintenance and disclosure of confidential student records and information. The Private Provider further agrees to notify the Board in writing immediately if there has been any unauthorized disclosure of the Student's educational records or personally identifiable student information.

9. The Private Provider represents, and agrees to provide proof upon request by the Board, that the rates charged for services in accordance with this Agreement are reasonable, customary, and commensurate with similar providers in the same geographical region. The Private Provider agrees to document and maintain records of all services provided to the Student and all payments made by the Board during the term of this Agreement. Such records shall be consistent with any guidance or standards developed by the New York State Department of Education and shall be provided to the Board on at least a monthly basis when requested. Such records shall document the scope and type of services provided to the Student on a daily, weekly and monthly basis, the number of sessions of such services provided on a daily, weekly and monthly basis, the date such service was provided, the length of time such service was provided, and the name and signature of the person providing such service. The Private Provider shall maintain such records for a period of five (5) years from the date of termination of this Agreement and shall promptly provide such records to auditors of the Board or the State of New York upon request made during the term of this Agreement or within five (5) years of the date of termination of this Agreement The Private Provider agrees to make available to the Board, upon request, records sufficient to allow the Board to reconcile the services actually provided to the Student with the services set forth in Paragraph 3 of this Agreement.

10. The Private Provider shall submit all documentation required by the Board for purposes of the Board submitting claims to the Medicaid School Based Child Health Program.

11. The Board may elect to end the Student's enrollment in the Private Provider's program, or otherwise terminate this Agreement, at any time upon written notice to the Private Provider. Except in the event of an emergency, such written notice shall be provided at least 60 days in advance of the Student's anticipated disenrollment from the Private Provider's program (hereinafter referred to as the “Date of Notice”). In the event that the Board elects to discharge the Student, or should the Board otherwise terminate this Agreement, the Student's educational program at the Private Provider shall be terminated and the financial responsibility of the Board to the Private Provider shall terminate as of the end of the month following the 60-day period commencing on the Date of Notice of the Student's disenrollment from the Private Provider's program.

12. If for any reason, the Private Provider determines that it can no longer provide appropriate services to the Student, the Private Provider may terminate this Agreement by written notice to the Board and a meeting will be held to coordinate transition of the Student to another program and/or placement, as appropriate. Except in the event of an emergency, such written notice by the Private Provider to the Board shall be provided at least sixty (60) days in advance of the Student's anticipated discharge from the Private Provider’s program.

13. Notices to Board: The Private Provider shall provide prompt notice to the Board: (a) in the event of any change in address of the Student, of the Student's new address; (b) upon execution, of the school calendar and, during the course of this Agreement, any changes thereto; and (c) in the event that a parent/guardian of the Student notifies Private Provider that the parent/guardian is seeking a PPT, mediation or a due process hearing over any matter pertaining to the Student.

14. Private Provider shall provide to the Board proof of Commercial General Liability insurance for claims arising out of any physical injury that occurs on the premises at which educational services are being provided pursuant to this Agreement in a manner satisfactory to the Board.

15. The Private Provider affirmatively represents that it does not discriminate on any basis prohibited by applicable state or federal law with regard to the admission of any student or in its hiring or employment practices, including on the basis of sex, sexual orientation, race, color, creed, religion, national origin, age, marital status, veteran status, disability or gender identity or expression. In carrying out the terms of this Agreement, the Private Provider shall comply with all applicable provisions of state and federal law, including, but not limited to the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §1400 *et seq.*,as amended, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, 42 U.S.C.§1983, FERPA and any other applicable laws including those related to restraint and seclusion and the mandated reporting of suspected child abuse and neglect.

16. The Parties agree and acknowledge that this Agreement does not create a joint employer relationship, nor should one entity be deemed an affiliate, subsidiary, division, agent or representative of the other.

17. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. In the event that any portion of this Agreement is found to be null and void under applicable law, such provision shall be deemed to be restated to reflect the original intentions of the Parties, as nearly as possible in accordance with the applicable law, and if capable of substantial performance, the remaining portions of the Agreement shall survive and be enforced as if this Agreement was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Agreement shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principle of law or equity.

18. This Agreement constitutes the entire agreement between the Board and the Private Provider, and supersedes all previous agreements and understandings, whether written or oral, related to such subject matter. Any modifications or amendments to this Agreement shall be in writing and signed by both Parties and attached to this Agreement.

19. This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without regard to conflicts of law rules. The Parties hereby agree that any dispute{s) arising under the terms of this Agreement shall be resolved by a court of competent jurisdiction within the State of New York, each Party to bear its own costs and expenses.

20. Whenever notice is given or required to be given by either of the parties hereto to the other, it shall be in writing and deemed to have been given: (i) when delivered or refused by hand during regular business hours; (ii) five (5) days after being sent by United States Postal Service, registered or certified mail, postage prepaid, return receipt requested; (iii) the next business day if sent by a reputable national overnight express mail service that provides tracing and proof of receipt or refusal of items mailed; or (iv) when sent if sent by facsimile or email during business hours, addressed to Private Provider or the Board, as the case may be, at the address or addresses, facsimile number or email address set forth below or such other addresses as the parties may designate in a notice similarly sent. Notices to Private Provider and The Board shall be delivered as follows:

If to Private Provider:

Shrub Oak International School
c/o General Counsel
3151 Stony St.
Mohegan Lake, NY 10547
bk@shruboak.org

If to Board:

Community Unit School District 300
Assistant Superintendent of Student Services
2550 Harnish Drive
Algonquin, IL 60102

21. This Agreement shall be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall constitute one in the same agreement.

22. No waiver by any party of a breach of any provision of this Agreement, and no failure by any party to exercise any right or remedy relating to a breach of any provision of this Agreement, shall (a) constitute a waiver or relinquishment for the future of such provision, (b) constitute a waiver of or consent to any subsequent breach of such provision, or (c) bar any right or remedy of such party relating to any subsequent breach.

THE PRIVATE PROVIDER

Date:

By: Edward Baloga, Controller

THE BOARD

By:

Date:

[Duly Authorized Representative of the Board]

Freedom of Information
Board Report
April 11, 2023

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
25-2023	2/27/2023	Rexal Alzona **Smart Procure**	**Commercial Purpose** - Requesting for any and all purchasing records from 11/29/2022 to current 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address.	Completed 3/27/2023	2
29-2023	3/1/2023	Simone Swett **XAP Corporation**	**Commercial Purpose** - Requesting copies of the following documents related to RFP for College and Career Readiness Software Platform (FY23-RFP #3) which was recently awarded to SchooLinks (Feb 28th Board meeting): (1) RFP response documents for all responsive vendors inclusive of attachments, exhibits and any other documentation related to each vendor response. (2) Selection committee evaluations/notes/analysis and any tabulation of results from the evaluation process.	Completed 3/27/2023	5
35-2023	3/16/2023	Kristina Konstanty **Community Member**	Requesting purchase date, cost and use of Lenovo Virtual Reality Headsets. Detailed cost, date, supplier of purchase and detailed use of who, when and where any students in D300 used them. Also where are they located right now. Who approved the purchase, which board members voted their use.	Completed 3/24/2023	1.5
36-2023	3/17/2023	Jennifer Chrostowski **Community Member**	Requesting any and or all communications between Fred Heid, Illinois State Superintendent Dr. Carmen Ayala, Illinois health department and governor J.B. Pritzker between the date range of March 1st, 2020 and March 16th, 2020	Completed 3/21/2023	2.5
37-2023	3/17/2023	Dulce Ocampo **SV Enterprises**	Requesting the current snow contract and would also like to know what season and year district 300 will be going out to bid for snow removal.	Completed 3/21/2023	1.5
38-2023	3/21/2023	Kim Shallcross **Community Member**	Requesting a copy of FOIA requests: 21-2023, 22-2023, 23-2023, 26-2023, 27-2023, 28-2023, 31-2023, 32-2023, 33-2023.	Completed 3/21/2023	1
39-2023	3/24/2023	Kristina Konstanty **Community Member**	Requesting an unedited video clip of November 28, 2022 event approximately that Todd Rohlwing showed me on November 30. Also the other video that he said he had from a different angle.	Completed 3/29/2023	1
40-2023	3/27/2023	John Nieszel **Community Member**	Requesting class subject matter that includes any reference to the following; Critical Race Theory, Gender Neutrality, Same Sex Positions, counseling over same sex tendencies.	Pending	
41-2023	3/28/2023	Dan O'Brien **Illinois Central School Bus LLC**	**Commercial Purpose** - Requesting (1) copies of full and complete proposals submitted by all Contractors in response to all of the District Student Transportation Services requests for bids. (2) copies of all proposal scoring and evaluation metrics used to award Transportation contract.	Pending	
42-2023	3/29/2023	Alicia Fabbre **Daily Herald**	Requesting information regarding the no trespass order from the school district against Kristina Konstanty. Specifically, is the order still in effect and what it covers.	Completed 4/3/2023	1

Community Unit School District 300

A/P Board Bill Listing for April 11, 2023

Fund		Amount
Educational	$	952,175.16
Health Insurance Fund	$	5,007.37
Grant Fund	$	91,996.75
COVID 19 Fund	$	7,678.09
Operations & Maintenance	$	515,185.07
Bond & Interest		
Transportation	$	1,744,369.25
Site & Construction	$	1,090,751.15
Impact Fees	$	-
Tort Immunity Fund		
Total All Funds	$	4,407,162.84

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

Date: _____

Signed: _____ _____

President Secretary

Cash Payment Register

AP265 Date: 04/06/23 JOB SUBMISSION PARAMETERS
Time: 09:01

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code ACH

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
2182	10	21858	ACH	AMAZON CAPITAL SERVICES IN	SEATTLE	04/12/23	Processed	11,951.94	USD
2183	10	20141	ACH	APEX3 SYSTEMS LLC	STREAMWOOD	04/12/23	Processed	37,036.35	USD
2184	10	4636	ACH2	ARAMARK CORPORATION	ALGONQUIN	04/12/23	Processed	450.00	USD
2185	10	18684	ACH	ATSCO	ELGIN	04/12/23	Processed	575.75	USD
2186	10	19038	ACH	BRIGHTLY SOFTWARE INC	PITTSBURGH	04/12/23	Processed	65,677.65	USD
2187	10	17273	ACH	BRUCKER COMPANY	ELK GROVE VILLAGE	04/12/23	Processed	1,740.00	USD
2188	10	3158	ACH	CDW GOVERNMENT	CHICAGO	04/12/23	Processed	89,694.35	USD
2189	10	4620	ACH	COMMUNICATIONS DIRECT INC	BATAVIA	04/12/23	Processed	8,978.07	USD
2190	10	9477	ACH	CONSTELLATION NEW ENERGY	CHICAGO	04/12/23	Processed	78,529.52	USD
2191	10	13986	ACH	DEWBERRY ARCHITECTS INC	PHILADELPHIA	04/12/23	Processed	70,924.15	USD
2192	10	12005	ACH	DURHAM SCHOOL SERVICES	WARRENVILLE	04/12/23	Processed	1,643,577.61	USD
2193	10	19315	ACH	JENNIFER EISENMENGER	SCHAUMBURG	04/12/23	Processed	152.76	USD
2194	10	21264	ACH	FASTSIGNS OF CARPENTERSVIL	CARPETNERSVILLE	04/12/23	Processed	1,360.00	USD
2195	10	4088	ACH	FRANCZEK PC	CHICAGO	04/12/23	Processed	465.00	USD
2196	10	2580	ACH	GRAINGER	PALATINE	04/12/23	Processed	3,396.29	USD
2197	10	19062	ACH	KLEIN THORPE & JENKINS LT	CHICAGO	04/12/23	Processed	3,480.00	USD
2198	10	21836	ACH	MANPOWER	AURORA	04/12/23	Processed	8,302.45	USD
2199	10	20804	ACH	ANTOINETTE MORALES c/o	ELGIN	04/12/23	Processed	4,797.00	USD
2200	10	19431	ACH	NETWORK CRAZE TECHNOLOGIES	PITTSBURGH	04/12/23	Processed	18,054.89	USD
2201	10	21131	ACH	PETRO CHOICE	PHILADELPHIA	04/12/23	Processed	4,672.78	USD
2202	10	21498	ACH	SHRUB OAK INTERNATIONAL SC	MOHEGAN LAKE	04/12/23	Processed	44,641.25	USD
2203	10	12076	ACH	THE WINSTON KNOLLS SCHOOL	HOFFMAN ESTATES	04/12/23	Processed	48,697.95	USD

*** Payment Code ACH Totals

Total Open Payments	22	2,147,155.76
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177270	10	19040		1-800MD LLC	CHARLOTTE	04/11/23	Processed	640.00	USD
177271	10	6301		A FREEDOM FLAG CO	CRYSTAL LAKE	04/11/23	Processed	833.25	USD
177272	10	22000		A&P GREASE TRAPPERS INC	WEST CHICAGO	04/11/23	Processed	225.00	USD
177273	10	20888		ABECEDARIAN ABC LLC	AUSTIN	04/11/23	Processed	1,944.08	USD
177274	10	3860	REM2	ADVOCATE OCCUPATIONAL HEAL	CHICAGO	04/11/23	Processed	1,422.40	USD
177275	10	3096	REM4	AIRGAS USA LLC	CHICAGO	04/11/23	Processed	478.54	USD
177276	10	6839	REM3	AIRGAS USA LLC	CHICAGO	04/11/23	Processed	38.95	USD
177277	10	9556		ALARM DETECTION SYSTEMS IN	AURORA	04/11/23	Processed	3,243.99	USD
177278	10	21311		BRIDGET AMELIO	PINGREE GROVE	04/11/23	Processed	226.85	USD
177279	10	1708	REM	AMERICAN TIME AND SIGNAL C	DASSEL	04/11/23	Processed	7,790.61	USD
177280	10	4076		AMSTERDAM PRINTING & LITHO	AMSTERDAM	04/11/23	Processed	420.79	USD
177281	10	7642		ANDERSON LOCK COMPANY	DES PLAINES	04/11/23	Processed	2,947.40	USD
177282	10	18911		MICHAEL ANDERSON	PALATINE	04/11/23	Processed	323.88	USD
177283	10	21683		ANNA-JONESBORO CHSD #81	ANNA	04/11/23	Processed	10,260.00	USD
177284	10	565	REM	APPLE COMPUTER INC.	ATLANTA	04/11/23	Processed	1,167.00	USD
177285	10	21139		APPLIED COMMUNICATIONS GRO	SCHAUMBURG	04/11/23	Processed	570.00	USD
177286	10	19237	REM	ATI PHYSICAL THERAPY INVOI	CHICAGO	04/11/23	Processed	21,500.00	USD
177287	10	19008	REM	AVANT ASSESSMENT LLC	SEATTLE	04/11/23	Processed	10,069.40	USD
177288	10	21966		AZO TECHNOLOGIES INC	KALAMAZOO	04/11/23	Processed	1,812.00	USD
177289	10	6918	REM	B & H PHOTO-VIDEO	NEW YORK	04/11/23	Processed	74.87	USD
177290	10	16404		B.E. PUBLISHING	WARWICK	04/11/23	Processed	3,495.00	USD
177291	10	14798		MELISSA BAKER	BARTLETT	04/11/23	Processed	27.64	USD
177292	10	14809		KEVIN BALLARD	WEST CHICAGO	04/11/23	Processed	45.89	USD
177293	10	4232	REM	BARNES & NOBLE INC.	DALLAS	04/11/23	Processed	993.40	USD
177294	10	13896	REM	BATAVIA HIGH SCHOOL	BATAVIA	04/11/23	Processed	150.00	USD
177295	10	21730		BATTERIES PLUS 1028	ALGONQUIN	04/11/23	Processed	441.60	USD
177296	10	6952	REM	BHFX LLC	ARLINGTON HEIGHTS	04/11/23	Processed	3,400.00	USD
177297	10	21046	REM	BIDNET	DALLAS	04/11/23	Processed	2,900.00	USD
177298	10	20768		BLACKOUT EZ LLC	GREENSBORO	04/11/23	Processed	330.45	USD
177299	10	18896		BLR (BUSINESS & LEGAL RESO	BRENTWOOD	04/11/23	Processed	414.95	USD
177300	10	92910		JASON BORHART	MARENGO	04/11/23	Processed	184.72	USD
177301	10	2239	REM	BOTTS WELDING & TRUCK SVC	Woodstock	04/11/23	Processed	140.50	USD
177302	10	19145		BREAKOUT EDU	OLD BETHPAGE	04/11/23	Processed	81.00	USD
177303	10	21883		ROSE BREDLAU	HUNTLEY	04/11/23	Processed	74.28	USD
177304	10	8895	REM5	BSN SPORTS LLC	DALLAS	04/11/23	Processed	74.00	USD
177305	10	83500	REM3	BSN SPORTS LLC	DALLAS	04/11/23	Processed	5,360.00	USD
177306	10	10818		MICHELLE BUHROW	WEST DUNDEE	04/11/23	Processed	256.40	USD
177307	10	7714	REM1	CENTRAL HIGH SCHOOL	BURLINGTON	04/11/23	Processed	276.83	USD
177308	10	14545		CAMELOT THERAPEUTIC SCHOOL	NEWARK	04/11/23	Processed	70,170.78	USD
177309	10	20631	REM	CANTEEN REFRESHMENT SERVIC	WOOD DALE	04/11/23	Processed	1,286.76	USD
177310	10	21898		CART KING INTERNATIONAL	VICTORIA	04/11/23	Processed	9,796.00	USD
177311	10	2558		CASSANDRA STRINGS	Algonquin	04/11/23	Processed	239.80	USD
177312	10	16077	REM1	BEHAVIORAL HEALTH SERVICES	WINFIELD	04/11/23	Processed	335.55	USD
177313	10	16330	REM2	CENTURY PRINT AND GRAPHICS	SYCAMORE	04/11/23	Processed	102.13	USD
177314	10	15744	REM3	CHS/ANIXTER	CHICAGO	04/11/23	Processed	2,250.00	USD
177315	10	15452	REM2	COTG	ATLANTA	04/11/23	Processed	2,100.00	USD
177316	10	14419		CLASSROOM CONNECTION DAY S	BANNOCKBURN	04/11/23	Processed	6,593.76	USD
177317	10	20692		CLEAN MAT'ERS	HAMPSHIRE	04/11/23	Processed	1,070.00	USD

Cash Payment Register

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Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177318	10	15593		COLLEY ELEVATOR	BENSENVILLE	04/11/23	Processed	1,196.00	USD
177319	10	49605	REM3	CONSERV FS, INC	CHICAGO	04/11/23	Processed	498.75	USD
177320	10	19080	REM2	CONTECH-MSI CO	BEDFORD PARK	04/11/23	Processed	3,580.00	USD
177321	10	10961		COPENHAVER CONSTRUCTION IN	GILBERTS	04/11/23	Processed	21,378.00	USD
177322	10	18381	REM	CORE MECHANICAL INC	CHICAGO	04/11/23	Processed	19,826.47	USD
177323	10	18789		SHONDA CROWLEY	PINGREE GROVE	04/11/23	Processed	242.41	USD
177324	10	19328		DATAMATION IMAGING SERVICE	WILLOWBROOK	04/11/23	Processed	12,739.06	USD
177325	10	4417	REM2	DECKER EQUIP-SCHOOL FIX	VASSAR	04/11/23	Processed	3,432.64	USD
177326	10	1164	REM3	DELTA DENTAL OF ILLINOIS-R	CHICAGO	04/11/23	Processed	4,014.20	USD
177327	10	1164	REM3	DELTA DENTAL OF ILLINOIS-R	CHICAGO	04/11/23	Processed	19.76	USD
177328	10	3449	REM3	DEMCO INC	MILWAUKEE	04/11/23	Processed	486.80	USD
177329	10	11590		DICK BLICK	CHICAGO	04/11/23	Processed	294.69	USD
177330	10	12122	REM	DICK POND ATHLETICS INC	CAROL STREAM	04/11/23	Processed	120.00	USD
177331	10	16563		DISTRICT MANAGEMENT GROUP	BOSTON	04/11/23	Processed	14,500.00	USD
177332	10	12598		JOAN DORAN	GILBERTS	04/11/23	Processed	375.00	USD
177333	10	21152		DUKES BLUES N BBQ LLC	EAST DUNDEE	04/11/23	Processed	300.00	USD
177334	10	19677		EASTER SEALS METROPOLITAN	CHICAGO	04/11/23	Processed	8,534.94	USD
177335	10	10777	REIM	Ed'S Rental and Sales Inc	McHenry	04/11/23	Processed	287.50	USD
177336	10	21859		EDUCATIONAL ADVOCACY & CON	NAPERVILLE	04/11/23	Processed	2,250.00	USD
177337	10	19745		ENTERPRISE FM TRUST	KANSAS CITY	04/11/23	Processed	20,229.86	USD
177338	10	3971	REM	ETA HAND2MIND	CHICAGO	04/11/23	Processed	377.29	USD
177339	10	17794	REM1	METRO PREP	ARLINGTON HEIGHTS	04/11/23	Processed	1,406.70	USD
177340	10	21947		FAT BRAIN TOYS LLC	ELKHORN	04/11/23	Processed	1,947.56	USD
177341	10	17404	REM	FERGUSON ENTERPRISES #1550	CHICAGO	04/11/23	Processed	18,865.94	USD
177342	10	20992	REM2	FERGUSON ENTERPRISES 1550	CHICAGO	04/11/23	Processed	1,914.77	USD
177343	10	18329		SHANNON FLAIRTY	LAKE IN THE HILLS	04/11/23	Processed	17.69	USD
177344	10	408	REM	FLINN SCIENTIFIC INC	CHICAGO	04/11/23	Processed	972.94	USD
177345	10	21609	REM	FOLLETT CONTENT SOLUTIONS	CHICAGO	04/11/23	Processed	11,715.83	USD
177346	10	17269	REM1	FOLLETT SCHOOL SOLUTIONS I	CHICAGO	04/11/23	Processed	2,494.44	USD
177347	10	21976	REM	FUTURE CHAMPIONS SPORTS CO	JACKSONVILLE	04/11/23	Processed	780.00	USD
177348	10	20873		GARVEY'S OFFICE PRODUCTS	NILES	04/11/23	Processed	17,183.60	USD
177349	10	19922		EMMA GENTILE	CARPENTERSVILLE	04/11/23	Processed	11.80	USD
177350	10	21877		JULIA GESKE	VILLAGE OF LAKEWOO	04/11/23	Processed	32.10	USD
177351	10	21969		GMK INC	LOMBARD	04/11/23	Processed	1,086.90	USD
177352	10	21822		JAZMIN GONGORA	HUNTLEY	04/11/23	Processed	9.83	USD
177353	10	18232		JENNIFER GOODEN	HUNTLEY	04/11/23	Processed	231.91	USD
177354	10	19162	REM	GORDON FOOD SERVICE INC	CHICAGO	04/11/23	Processed	1,715.48	USD
177355	10	21990		BRENDA K GORMAN	ELMHURST	04/11/23	Processed	1,687.50	USD
177356	10	2580	REM	GRAINGER	PALATINE	04/11/23	Processed	2,965.32	USD
177357	10	21435		VICTORIA GRANDZIEL	ALGONQUIN	04/11/23	Processed	4.00	USD
177358	10	12390		GRAYSLAKE NORTH HIGH SCHOO	GRAYSLAKE	04/11/23	Processed	200.00	USD
177359	10	21935		MATT GREEN	CRYSTAL LAKE	04/11/23	Processed	15.72	USD
177360	10	11713		INEABELLE GUTIERREZ	CARPENTERSVILLE	04/11/23	Processed	71.41	USD
177361	10	18231		TONYA HAASE	CRYSTAL LAKE	04/11/23	Processed	65.97	USD
177362	10	18405		SUSAN HARKIN	WEST DUNDEE	04/11/23	Processed	423.32	USD
177363	10	19736	REM2	HERFF JONES LLC	CHICAGO	04/11/23	Processed	1,917.41	USD
177364	10	19458		ANGELA HERNANDEZ	EAST DUNDEE	04/11/23	Processed	102.44	USD
177365	10	20097		REBECCA HILL	BATAVIA	04/11/23	Processed	171.07	USD

Cash Payment Register

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Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177366	10	4057	REM	HINCKLEY SPRINGS	DALLAS	04/11/23	Processed	3,100.50	USD
177367	10	19485	REM2	HOMEPRO VACUUM	WEST JORDAN	04/11/23	Processed	1,645.37	USD
177368	10	90799		JEANNE HOWARD	ALGONQUIN	04/11/23	Processed	43.63	USD
177369	10	21314		T'KEYAH HUNTER	COUNTRY CLUB HILLS	04/11/23	Processed	51.09	USD
177370	10	8197	REM2	HUNTLEY ATHLETICS	HUNTLEY	04/11/23	Processed	216.48	USD
177371	10	20040	REM1	iDESIGN SOLUTIONS	BUFFALO	04/11/23	Processed	3,148.00	USD
177372	10	12310		IDSA	LA GRANGE	04/11/23	Processed	500.00	USD
177373	10	20657		IL SCHOOL VISUALLY IMPAIRE	JACKSONVILLE	04/11/23	Processed	842.00	USD
177374	10	3054	REM	GENSERVE INC	PLAINVIEW	04/11/23	Processed	425.00	USD
177375	10	42580		ILLINOIS HIGH SCHOOL ASSN	BLOOMINGTON	04/11/23	Processed	627.40	USD
177376	10	2306		ILLINOIS SCHOOL FOR THE DE	JACKSONVILLE	04/11/23	Processed	260.00	USD
177377	10	4810	REM1	HERFF JONES	DEKALB	04/11/23	Processed	407.90	USD
177378	10	10751	REM	ISTHA	DOWNERS GROVE	04/11/23	Processed	5,260.49	USD
177379	10	19339		INFINITY TRANSPORTATION MA	DES PLAINES	04/11/23	Processed	2,318.38	USD
177380	10	14155	REM	IOWA STATE UNIVERSITY	AMES	04/11/23	Processed	220.00	USD
177381	10	14155	REM2	ISU EXTENTION DISTRIBUTION	AMES	04/11/23	Processed	434.94	USD
177382	10	9533		JDK SERVICES	West Dundee	04/11/23	Processed	42,494.00	USD
177383	10	20008		MARTA JIMENEZ ALFARO	ALGONQUIN	04/11/23	Processed	40.60	USD
177384	10	10904	REM1	JOHNSON CONTROLS	DALLAS	04/11/23	Processed	5,498.29	USD
177385	10	10904	REM3	JOHNSON CONTROLS FIRE PROT	PALATINE	04/11/23	Processed	1,432.00	USD
177386	10	8224	REM2	JOHNSON CONROLS FIRE PROTE	PALATINE	04/11/23	Processed	1,611.00	USD
177387	10	21869		KYLE JORGENSEN	WEST DUNDEE	04/11/23	Processed	259.35	USD
177388	10	5961	REM	JOSTENS	CHICAGO	04/11/23	Processed	1,616.23	USD
177389	10	1184	REM3	JW PEPPER & SON INC	PHILADELPHIA	04/11/23	Processed	70.95	USD
177390	10	3552	REM2	KAPLAN EARLY LEARNING CO	CHARLOTTE	04/11/23	Processed	374.98	USD
177391	10	16241		BETH KEEN	BARTLETT	04/11/23	Processed	77.97	USD
177392	10	22005		LAURA KELLY	ALGONQUIN	04/11/23	Processed	31.70	USD
177393	10	5939		KIRHOFERS SPORTS INC	AURORA	04/11/23	Processed	4,992.00	USD
177394	10	5571		KNAPHEIDE EQUIPMENT CO	MCHENRY	04/11/23	Processed	17,236.00	USD
177395	10	19310		BARBARA KOLAKOWSKI	INVERNESS	04/11/23	Processed	86.46	USD
177396	10	19829		KONA ICE OF MCHENRY COUNTY	LAKE IN THE HILLS	04/11/23	Processed	940.00	USD
177397	10	21450		KRANZ INC	RACINE	04/11/23	Processed	545.36	USD
177398	10	1504		LAKESHORE LEARNING MATERIA	CARSON	04/11/23	Processed	2,054.99	USD
177399	10	21968		LEARNING BY DESIGN INC	NAPLES	04/11/23	Processed	309.00	USD
177400	10	20970	REM	LEARNWELL	WOBURN	04/11/23	Processed	168.33	USD
177401	10	7090		LIBERTYVILLE TILE AND CARP	LIBERTYVILLE	04/11/23	Processed	6,356.32	USD
177402	10	21703	REM	LINDE GAS & EQUIPMENT INC	PALATINE	04/11/23	Processed	363.71	USD
177403	10	11613	REM5	NAPERVILLE PSYCHIATRIC VEN	CHICAGO	04/11/23	Processed	387.00	USD
177404	10	12517		LUCKY LOCATORS INC	ALGONQUIN	04/11/23	Processed	660.00	USD
177405	10	21811	REM1	CSES SCHOOLS LLC	NORTHBROOK	04/11/23	Processed	8,834.40	USD
177406	10	17703		EMILY LYDAY	GILBERTS	04/11/23	Processed	45.94	USD
177407	10	11043		M AND A PRECISION TRUCK RE	LAKE IN THE HILLS	04/11/23	Processed	70.00	USD
177408	10	21952		M3B PRODCUCTS INC	ST. CHARLES	04/11/23	Processed	146.25	USD
177409	10	21539		MAD SCIENCE OF NORTHERN IL	NORTHBROOK	04/11/23	Processed	6,071.00	USD
177410	10	13173		TRACI MAGSAMEN	WEST DUNDEE	04/11/23	Processed	30.14	USD
177411	10	21083	REM	MANSFIELD OIL CO	DALLAS	04/11/23	Processed	77,904.72	USD
177412	10	20134		MARBLESOFT	BLAINE	04/11/23	Processed	134.82	USD
177413	10	14352		MARKLUND	GENEVA	04/11/23	Processed	16,576.74	USD

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177414	10	19495		MECHANICAL EQUIPMENT COMPA	ISLAND LAKE	04/11/23	Processed	418.94	USD
177415	10	19797		METALCRAFT INC	MASON CITY	04/11/23	Processed	1,318.00	USD
177416	10	17435		MF ATHLETIC CO INC	WEST WARWICK	04/11/23	Processed	49.95	USD
177417	10	529		MID VALLEY GLASS AND SERVI	EAST DUNDEE	04/11/23	Processed	987.00	USD
177418	10	12963	REM6	MIDAMERICA/ENVOY	LAKELAND	04/11/23	Processed	9,090.00	USD
177419	10	14240		MIDWEST AUDIO	ARLINGTON HEIGHTS	04/11/23	Processed	380.00	USD
177420	10	21403		KATHLEEN M MITCHELL	CRYSTAL LAKE	04/11/23	Processed	15.72	USD
177421	10	20963		ROB MOULTON	PINGREE GROVE	04/11/23	Processed	129.71	USD
177422	10	13143	REM2	MSC INDUSTRIAL SUPPLY	ST LOUIS	04/11/23	Processed	514.59	USD
177423	10	9906	REM4	MUSIC AND ARTS	FREDERICK	04/11/23	Processed	200.00	USD
177424	10	7073		MUSIC IN MOTION	PLANO	04/11/23	Processed	50.95	USD
177425	10	18154		DEBRA McCLOYN	LAKE IN THE HILLS	04/11/23	Processed	85.16	USD
177426	10	18908		NATIONAL COUNCIL OF SUPERV	ENGLEWOOD	04/11/23	Processed	85.00	USD
177427	10	20581		NATIONAL INST AUTOMOTIVE E	LEESBURG	04/11/23	Processed	2,652.00	USD
177428	10	14811	REM2	NEUCO INC	CAROL STREAM	04/11/23	Processed	7,775.79	USD
177429	10	20792	REM	NEURORESTORATIVE	LAWRENCE	04/11/23	Processed	11,563.76	USD
177430	10	61930	REM2	NICOR GAS	CAROL STREAM	04/11/23	Processed	49.76	USD
177431	10	21454	REM	NORTH AMERICAN CORP of IL	CHICAGO	04/11/23	Processed	26,393.86	USD
177432	10	62530		NORTHWESTERN ILLINOIS ASSO	SYCAMORE	04/11/23	Processed	2,858.47	USD
177433	10	20782	REM	PAHCS II/ NW MED OCC HEALT	CAROL STREAM	04/11/23	Processed	320.00	USD
177434	10	21615		PAIGE O'ROURKE	BARTLETT	04/11/23	Processed	250.00	USD
177435	10	2701		OAK FIRE & SECURITY SYSTEM	HOMER GLEN	04/11/23	Processed	579.00	USD
177436	10	21799		TAYLOR OPSAHL	PINGREE GROVE	04/11/23	Processed	66.24	USD
177437	10	63671	REM1	ORIENTAL TRADING CO-OTC BR	MINNEAPOLIS	04/11/23	Processed	922.40	USD
177438	10	6938	REM5	PADDOCK PUBLICATIONS INC	CAROL STREAM	04/11/23	Processed	303.60	USD
177439	10	20958	REM	PARTS TOWN LLC	CHICAGO	04/11/23	Processed	587.30	USD
177440	10	15987		PAULY'S CUSTOM APPAREL COM	CRYSTAL LAKE	04/11/23	Processed	183.48	USD
177441	10	21985		STEPHEN J PERILLE	ARLINGTON HEIGHTS	04/11/23	Processed	80.00	USD
177442	10	17818	REM	PESI, INC	EAU CLAIRE	04/11/23	Processed	879.97	USD
177443	10	65470	REM	PETERSEN FUELS INC.	HAMPSHIRE	04/11/23	Processed	319.45	USD
177444	10	4664	REM3	PIONEER MANUFACTURING COMP	CLEVELAND	04/11/23	Processed	1,007.87	USD
177445	10	21977	REM	PLAY VERSUS INC	PASADENA	04/11/23	Processed	750.00	USD
177446	10	18039		POLAR ELECTRO INC	LAKE SUCCESS	04/11/23	Processed	4,498.35	USD
177447	10	20751		POSTAL SOURCE	DAVENPORT	04/11/23	Processed	671.70	USD
177448	10	3538	REM2	PEAP	SEWICKLEY	04/11/23	Processed	269.83	USD
177449	10	20101		PRINT TRANSFORMATIONS	CEDAR FALLS	04/11/23	Processed	250.80	USD
177450	10	7251	REM2	PRO-ED INC	DALLAS	04/11/23	Processed	408.10	USD
177451	10	9764		PRO-SOURCE DISTRIBUTORS	ROCKFORD	04/11/23	Processed	9,099.11	USD
177452	10	9760		PYRAMID SCHOOL PRODUCTS	TAMPA	04/11/23	Processed	870.18	USD
177453	10	12262	REM	SHARI MURPHY d/b/a	WESTMONT	04/11/23	Processed	4,500.00	USD
177454	10	21440		LAURA RAINER	LAKE IN THE HILLS	04/11/23	Processed	32.10	USD
177455	10	39700		RALPH HELM INC	ELGIN	04/11/23	Processed	481.63	USD
177456	10	18325		READ TO THEM	RICHMOND	04/11/23	Processed	2,293.00	USD
177457	10	6378	REM1	REALLY GOOD STUFF	CHICAGO	04/11/23	Processed	784.49	USD
177458	10	21978		JONATHAN REIBEL	ALGONQUIN	04/11/23	Processed	124.89	USD
177459	10	8648		RENAISSANCE COMMUNICATION	FRANKLIN PARK	04/11/23	Processed	24,441.46	USD
177460	10	21936		RIALYA TECH	SCHAUMBURG	04/11/23	Processed	7,485.00	USD
177461	10	21975	REM	RICH TOWNSHIP HS	RICHTON PARK	04/11/23	Processed	400.00	USD

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177462	10	15920	REM1	RICOH USA, Inc.	CHICAGO	04/11/23	Processed	868.45	USD
177463	10	3209	RE11	RICOH USA, INC	CHICAGO	04/11/23	Processed	1,284.79	USD
177464	10	4070	REM1	RIDDELL/ALL AMERICAN SPORT	DALLAS	04/11/23	Processed	21,506.15	USD
177465	10	21939		ROCKLER WOODWORKING AND HA	MEDINA	04/11/23	Processed	4,198.99	USD
177466	10	18720		HILDA ROMAN	LAKE IN THE HILLS	04/11/23	Processed	65.35	USD
177467	10	93139		SONJA RUSSELL	GILBERTS	04/11/23	Processed	40.62	USD
177468	10	19054		CINDY SALGADO	PINGREE GROVE	04/11/23	Processed	118.16	USD
177469	10	21783		MEGAN SCHECHTEL	CRYSTAL LAKE	04/11/23	Processed	81.28	USD
177470	10	20573		ERIK SCHEELE	ELGIN	04/11/23	Processed	150.00	USD
177471	10	6816	REM2	SCHOLASTIC CLASSROOM MAGAZ	CINCINNATI	04/11/23	Processed	3,294.60	USD
177472	10	4234	REM	SCHOOL HEALTH CORP	CHICAGO	04/11/23	Processed	1,525.58	USD
177473	10	20598	REM2	SCHOOL LIFE	CAMARILLO	04/11/23	Processed	446.92	USD
177474	10	21002	REM1	SCHOOL SPECIALTY LLC	PHILADELPHIA	04/11/23	Processed	72,822.30	USD
177475	10	19667		MELISSA SCHOONOVER	LOCKPORT	04/11/23	Processed	150.00	USD
177476	10	16246	REM1	SEDGWICK CLAIMS MGMT	DALLAS	04/11/23	Processed	750.00	USD
177477	10	21617	REM	SERVICEWEAR APPAREL INC	CINCINNATI	04/11/23	Processed	327.40	USD
177478	10	13767		SKILLS USA	LEESBURG	04/11/23	Processed	914.00	USD
177479	10	13767	REM1	SkillsUSA ILLINOIS INC	PEKIN	04/11/23	Processed	1,040.00	USD
177480	10	21988		DENNIS SLATER	BLOOMINGDALE	04/11/23	Processed	80.00	USD
177481	10	17589		LAURA SLAVICH	ALGONQUIN	04/11/23	Processed	26.89	USD
177482	10	13484	REM	SNAP-ON INDUSTRIAL	CHICAGO	04/11/23	Processed	4,030.61	USD
177483	10	15972	REM3	SOCIAL THINKING	SANTA CLARA	04/11/23	Processed	1,094.96	USD
177484	10	4368		SOLUTION TREE	BLOOMINGTON	04/11/23	Processed	10,400.00	USD
177485	10	19927		SOUTHEASTERN EQUIPMENT AND	WEST COLUMBIA	04/11/23	Processed	359.70	USD
177486	10	77600		SPRING HILL AUTO BODY,INC.	EAST DUNDEE	04/11/23	Processed	109.83	USD
177487	10	6033		STANDARD INDUSTRIAL & AUTO	HANOVER PARK	04/11/23	Processed	417.00	USD
177488	10	4599	REM	ILLINOIS OFFICE of the	SPRINGFIELD	04/11/23	Processed	380.00	USD
177489	10	78395	REM	STEINER ELECTRIC CO.	CHICAGO	04/11/23	Processed	1,407.48	USD
177490	10	19856	REM	STENSTROM PETROLEUM SRVCS	ROCKFORD	04/11/23	Processed	2,328.26	USD
177491	10	616		STREAMWOOD BEHAVIORAL HEAL	STREAMWOOD	04/11/23	Processed	469.77	USD
177492	10	19404		KAREN SULLIVAN	WOODSTOCK	04/11/23	Processed	32.10	USD
177493	10	79000		SUMMIT SCHOOL INC	ELGIN	04/11/23	Processed	20,382.75	USD
177494	10	19779	REM3	SUNRISE SOUTHWEST LLC	CINCINNATI	04/11/23	Processed	1,345.92	USD
177495	10	7708	NEW	SYCAMORE HIGH SCHOOL	SYCAMORE	04/11/23	Processed	125.00	USD
177496	10	12344	REM	SYSCO FOOD SERVICE OF CHIC	DES PLAINES	04/11/23	Processed	321.55	USD
177497	10	20764		TEM ENVIRONMENTAL INC	GLENDALE HEIGHTS	04/11/23	Processed	1,657.00	USD
177498	10	15913		THE EDGE SPORTS APPAREL	HUNTLEY	04/11/23	Processed	4,555.00	USD
177499	10	9467	REM5	THRESHOLDS	CHICAGO	04/11/23	Processed	17,868.18	USD
177500	10	19557	PUR1	TOWN AND COUNTRY GARDENS A	ALGONQUIN	04/11/23	Processed	102.98	USD
177501	10	13841	REM	PROSPECT HIGH SCHOOL	MOUNT PROSPECT	04/11/23	Processed	125.00	USD
177502	10	713	REM2	TRANE US INC	CHICAGO	04/11/23	Processed	2,523.40	USD
177503	10	12213		TROPHIES BY GEORGE	BARTLETT	04/11/23	Processed	322.50	USD
177504	10	11468	REM	ULINE	CHICAGO	04/11/23	Processed	6,588.57	USD
177505	10	11477	REM1	US GAMES-Div of BSN SPORTS	DALLAS	04/11/23	Processed	164.99	USD
177506	10	20331		US PIGMENT CORPORATION	SOUTH ELGIN	04/11/23	Processed	776.80	USD
177507	10	1528	REM4	USI INC	WOBURN	04/11/23	Processed	368.86	USD
177508	10	18375	REM2	VALDES LLC	WHEELING	04/11/23	Processed	3,602.50	USD
177509	10	18108		BARBARA VALLE	GILBERTS	04/11/23	Processed	185.37	USD

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177510	10	21570		REYNALDO VARGAS	GILBERTS	04/11/23	Processed	75.44	USD
177511	10	16457	REM	VARITRONICS LLC	MINNEAPOLIS	04/11/23	Processed	9,149.00	USD
177512	10	4000	REM2	VILLAGE OF ALGONQUIN WS	CHICAGO	04/11/23	Processed	10,053.78	USD
177513	10	49720	REM1	VILLAGE OF LAKE IN THE HIL	LAKE IN THE HILLS	04/11/23	Processed	402.01	USD
177514	10	4395	REM3	VISION SERVICE PLAN	LOS ANGELES	04/11/23	Processed	13.41	USD
177515	10	11274		VISUAL IMAGE PHOTOGRAPHY I	CEDARBURG	04/11/23	Processed	1,640.00	USD
177516	10	20577		VIVACITY TECH PBC	SAINT PAUL	04/11/23	Processed	21,629.42	USD
177517	10	17980	REM2	VT SERVICES INC	WHEELING	04/11/23	Processed	95.00	USD
177518	10	86470	REM1	VWR INTL aka Wards Natural	PITTSBURGH	04/11/23	Processed	6,773.03	USD
177519	10	86470	REM3	WARD'S SCIENCE A DIV of	PITTSBURGH	04/11/23	Processed	1,596.90	USD
177520	10	7851	REM	WARREN TOWNSHIP HIGH SCHOO	GURNEE	04/11/23	Processed	200.00	USD
177521	10	21993		DEREK WEIHOFEN	ELGIN	04/11/23	Processed	500.00	USD
177522	10	13491		ANN WENZEL	CARPENTERSVILLE	04/11/23	Processed	43.75	USD
177523	10	10316	PUR1	WEST AURORA HIGH SCHOOL	AURORA	04/11/23	Processed	275.00	USD
177524	10	7040		WEST SIDE ELECTRIC SUPPLY	SOUTH ELGIN	04/11/23	Processed	1,782.18	USD
177525	10	18813		WINDSTAR LINES INC	CARROLL	04/11/23	Processed	12,160.00	USD
177526	10	8479		RAY WINESBURG	SCHAUMBURG	04/11/23	Processed	64.00	USD
177527	10	16029		WOLF ELECTRIC SUPPLY CO IN	ELK GROVE VILLAGE	04/11/23	Processed	227.50	USD

*** Payment Code MHC Totals

Total Open Payments	258	964,093.49
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code PCD

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
1153	10	10851		AT&T	SAGINAW	04/11/23	Processed	13,437.47	USD
1154	10	9801	REM8	PITNEY BOWES	PITTSBURGH	04/11/23	Processed	122.85	USD
1155	10	9724	REM3	T-MOBILE	CINCINNATI	04/11/23	Processed	20,303.46	USD

*** Payment Code PCD Totals

Total Open Payments	3	33,863.78
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
3783	10	20143		ASSOCIATED ELECTRICAL CONT	WOODSTOCK	04/11/23	Processed	231,617.00	USD
3784	10	21930		C R LEONARD PLUMBING & HEA	JOLIET	04/11/23	Processed	47,700.00	USD
3785	10	20771		CONSOLIDATED FLOORING OF C	ADDISON	04/11/23	Processed	15,063.00	USD
3786	10	15833	ACH	FIRST AMERICAN BANK	ELK GROVE VILLAGE	04/11/23	Processed	2,625.00	USD
3787	10	10881		FLO-TECH MECHANICAL SYSTEM	ADDISON	04/11/23	Processed	8,075.00	USD
3788	10	7701	REM	HELM MECHANICAL	FREEPORT	04/11/23	Processed	619,762.00	USD
3789	10	1111		LAMP INC	ELGIN	04/11/23	Processed	73,581.00	USD
3790	10	1111		LAMP INC	ELGIN	04/11/23	Processed	1,280.00	USD
3791	10	21105		OOSTERBAAN AND SONS CO	POSEN	04/11/23	Processed	17,349.00	USD
3792	10	12820		VALLEY FIRE PROTECTION SYS	ST. CHARLES	04/11/23	Processed	5,400.00	USD

*** Payment Code WIR Totals		
Total Open Payments	10	1,022,452.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0
*** Cash Code HBAP Totals		
Total Open Payments	293	4,167,565.03
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0
*** Pay Group D300 USD Totals		
Total Open Payments	293	4,167,565.03
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 04/06/23 JOB SUBMISSION PARAMETERS
Time: 07:48

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177263	10	10717	REM2	VILLAGE OF GILBERTS	GILBERTS	04/06/23	Processed	803.00	USD

*** Payment Code MHC Totals

Total Open Payments	1	803.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code PCD

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
1151	10	9103	REM3	COMCAST	PHILADELPHIA	04/06/23	Processed	7,500.00	USD
1152	10	20752		QUADIENT LEASING USA, INC	DALLAS	04/06/23	Processed	8,325.01	USD

*** Payment Code PCD Totals

Total Open Payments	2	15,825.01
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	3	16,628.01
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	3	16,628.01
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 04/04/23 JOB SUBMISSION PARAMETERS
Time: 11:10

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
3782	10	12763		BMO HARRIS BANK	CHICAGO	03/31/23	Processed	141,115.29	USD

*** Payment Code WIR Totals

Total Open Payments	1	141,115.29
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	1	141,115.29
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	1	141,115.29
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 03/30/23 JOB SUBMISSION PARAMETERS
Time: 15:20

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code ACH

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
2181	10	21449	ACH	PEERLESS NETWORK	CHICAGO	03/31/23	Processed	31,170.09	USD

*** Payment Code ACH Totals

Total Open Payments	1	31,170.09
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177257	10	17670		CANNON WATER TECHNOLOGY IN	ROCKLIN	03/30/23	Processed	5,339.59	USD
177258	10	22003		COUNTRY LIFE INSURANCE COM	BLOOMINGTON	03/30/23	Processed	7,678.09	USD
177259	10	5358		SECRETARY OF STATE	SPRINGFIELD	03/30/23	Processed	4.00	USD
177260	10	38500	REM	VILLAGE OF HAMPSHIRE	HAMPSHIRE	03/30/23	Processed	9,971.52	USD
177261	10	75970	REM1	VILLAGE OF SLEEPY HOLLOW	SLEEPY HOLLOW	03/30/23	Processed	672.18	USD
177262	10	87220	REM3	VILLAGE OF WEST DUNDEE	WEST DUNDEE	03/30/23	Processed	3,791.62	USD

*** Payment Code MHC Totals

Total Open Payments	6	27,457.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code PCD

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
1150	10	61930	REM2	NICOR GAS	CAROL STREAM	03/30/23	Processed	1,736.78	USD

*** Payment Code PCD Totals

Total Open Payments	1	1,736.78
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	8	60,363.87
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	8	60,363.87
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 03/23/23 JOB SUBMISSION PARAMETERS
Time: 13:18

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177252	10	21992		MARIA REYES ANAYA	CARPENTERSVILLE	03/23/23	Processed	1,544.78	USD
177253	10	20411		LAURA ANTONA TARRES	CARPENTERSVILLE	03/23/23	Processed	1,399.20	USD
177254	10	20413		MARIA CALERO DE TENA	CARPENTERSVILLE	03/23/23	Processed	1,423.26	USD
177255	10	21991		DANIEL CUAIRAN CANETE	CARPENTERSVILLE	03/23/23	Processed	1,455.68	USD
177256	10	20418		JUAN POLO MOLINA	CHICAGO	03/23/23	Processed	1,821.85	USD

*** Payment Code MHC Totals

Total Open Payments	5	7,644.77
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	5	7,644.77
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	5	7,644.77
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

AP265 Date: 03/16/23 JOB SUBMISSION PARAMETERS
Time: 14:04

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
177223	10	2469	REM3	VILLAGE OF CARPENTERSVILLE	CARPENTERSVILLE	03/16/23	Processed	12,516.95	USD

*** Payment Code MHC Totals

Total Open Payments	1	12,516.95
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
3773	10	17875		FLEETMATICS USA LLC	WALTHAM	03/16/23	Processed	1,328.92	USD

*** Payment Code WIR Totals

Total Open Payments	1	1,328.92
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	2	13,845.87
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	2	13,845.87
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

April 11, 2023

ADMINISTRATORS

None

RESIGNATION - ADMINISTRATORS

None

RETIREMENT - ADMINISTRATORS

None

CERTIFIED PERSONNEL

1. Recommend the following be employed by Community Unit School District 300 for the **2022-2023** school year and be compensated according to the LEAD negotiated agreement:

Name	Position	Location	FTE	Salary	Type
DiCianni, Megan	Digital Learning Coach	Central Office	1.0	MA Step A	Replacement
Zabratanski, Lisa	Cross Categorical	Jacobs High School	1.0	MA Step E	Replacement

OTHER EMPLOYMENT - CERTIFIED PERSONNEL

None

RESIGNATION – CERTIFIED PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Bettcher, Linnea	Vocal Music	Carpentersville Middle School	March 31, 2023
Hauck, Erin	Music	Meadowdale Elementary School	March 17, 2023
Rebodos, Jean	Certified Nurse	Westfield Community School	End of the 2022-2023 school year

OTHER RESIGNATION - CERTIFIED PERSONNEL

None

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

RETIREMENT – CERTIFIED PERSONNEL

1. Recommend approval of the following request to retire in accordance with Article XX, B of the July 1, 2022 – June 30, 2025 LEAD negotiated agreement:

Name	Position	Location	Effective
DeMarco, Cheryl	Social Worker – MH	Sleepy Hollow Elementary School	End of the 2025-2026 school year

2. Recommend approval of the following requests to retire under TRS guidelines:

Name	Position	Location	Effective
Langland, Pamela	Early Childhood SPED	deLacey Family Education Center	End of the 2025-2026 school year
Little, David	3rd Grade	Wright Elementary School	End of the 2023-2024 school year

SUPERVISOR/MANAGER – EDUCATIONAL SUPPORT PERSONNEL

None

RESIGNATION – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

RETIREMENT – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

EDUCATIONAL SUPPORT PERSONNEL

1. Recommend employment of the following educational support personnel:

Name	Position	Location	Hourly Rate	Type
Diaz Dominguez, Ramiro	Night Custodian	Hampshire High School	$17.51	Replacement
Flores, Aurora	Secretary - Registrar	Wright Elementary School	$18.56	Replacement

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

Name	Position	Location	Hourly Rate	Type
Vargas, Joaquin	Groundskeeper	Buildings & Grounds	$17.51	Replacement

RESIGNATION EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Clark, Ana	Paraeducator	Big Timber Elementary School	End of the 2022-2023 school year
Clark, Jessica	Paraeducator	deLacey Family Education Center	May 5, 2023
Vivanco, Maria	Paraeducator	Meadowdale Elementary School	March 21, 2023

DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend dismissal of the following probationary employee, pursuant to Article XVII, Section 17.1 Probationary Period of the DESPA July 1, 2022 – June 30, 2025 negotiated agreement:

Name	Position	Location	Effective
Mullen, Benjamin	Hallway Monitor	Hampshire High School	March 23, 2023

RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL

None

COACHING/OTHER – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following support personnel:

Name	Position	Location
Gniech, Audrey	Spring Play Set Designer	Dundee-Crown High School
Irish Morrobel, Taylor	Assistant Coach Boys Tennis	Hampshire High School
Loria, Abigail	Musical Crew Coordinator	Jacobs High School
Rohde, Regan	Musical Costumer	Jacobs High School
Sanchez, Jarett	Spring Play Crew Coordinator	Dundee-Crown High School
Thrower, Arin	Spring Play Producer	Dundee-Crown High School

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

Name	Position	Location
Varela Viveros, Cristo	Summer Camp Coach Boys Soccer	Hampshire High School

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

DISTRICT POSITION TRANSFERS

1. Recommend position transfer of the following personnel:

Current Class	Name	Current Position	Current Location	New Class	New Position	CBA/ Handbook	Lane-Step	New Location	Effective Date
DESPA	Martinez, Andrea	Secretary – Registrar	WES	Same	Human Resources Specialist	DESPA	C, 2	CO	March 20, 2023

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

DISTRICT 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: **April 3, 2023**

TO: Dr. Susan Harkin, Superintendent
Board of Education

FROM: Dr. Elizabeth Freeman,
Chief Academic Officer

Presented at the following Board Meetings	**Date**
Construction/Facility	
Finance	
Policy/Legislative	
School Utilization	
BOE 1st Reading	April 11, 2023
BOE 2nd Reading	April 11, 2023

SUBJECT: Approval of AP World History: Modern Curriculum Display

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Background

District 300 regularly reviews and updates instructional materials to support our curriculum. Our process aligns with Board Policy 6:210 and Administrative Regulations 6:210-AP2. The process includes:

- Analysis of current needs for students and staff
- Review of available materials that are approved by College Board
- Technology review for feasibility of integration into our digital learning environment
- Teacher collaborative team review
- Additional analysis of digital aspects and features to ensure compatibility with D300 systems

In the spring of 2023, a high school social studies team completed the materials review process for high school social studies for the AP World History: Modern course. The team reviewed multiple options and we have moved forward with the following recommendation for consideration by the D300 Board of Education:

High School AP World History: Modern

- The high school team consisted of all AP World History: Modern course teachers, as well as the division chair from each high school. After a comprehensive review, the team is unanimously recommending the digital adoption of the book *Advanced Placement World History: Modern [1200-Present]* from Perfection Learning.
- Feedback from the team indicated the following strengths of the book:
  - Clear, well organized structure
  - Explicit alignment to College Board's AP Course framework
  - Rigorous, college-level reading material
  - Robust practice assessment opportunities in each unit (stimulus-based multiple-choice and short-answer questions, document-based questions, long essay questions)
  - A full practice exam fully aligned to the updated AP question styles

The materials include digital access to the materials and online platform for each student, and teacher access to the online platform and all teacher resources for six years. Our plan is to ensure students are rostered for access and resources are made available in our learning management system.

Our next step is to make these materials available for public viewing and to request formal approval from the board on May 9, 2023, to approve the proposed materials adoptions.

Administrative Recommendation

The administration recommends the Board approve the public display of these proposed materials for AP World History.

Fiscal Impact

The total cost for the proposed materials is $5,433.12; this includes digital access to the materials and online platform for each student, and teacher access to the online platform and all teacher resources for six years.

PERFECTION LEARNING®

1000 North Second Ave, Logan, IA 51546
Phone: (800) 831-4190
Fax: (800) 543-2745
Email: orders@perfectionlearning.com

Quotation
PLCQ14168
2023-03-31

Prepared by:
Mariah De La Fuente
mdelafuente@perfectionlearning.com

Bill To:
District 300
Diane White
2550 Harnish Dr
Algonquin, IL 60102

For Delivery to:
District 300
Digital Delivery: Dapps.admin@d300.org
2605 Bunker Hill Dr
Algonquin, IL 60102

Product	ISBN	QTY	Years	List Price	Your Price	Line Total
T4718B - Advanced Placement World History: Modern - Student Edition Bundle (Softcover Plus Interactive Edition)	9781663624925	30	6	$171.70	$161.70	$4851.00
T4863B - Advanced Placement World History: Modern - Teacher Resource Bundle (Softcover plusInteractive)	9781663631954	2	6	$79.95	$0.00	$0.00

Digital Product

Notes:

Quote valid until: 2023-05-30

Refer to quote PLCQ14168 when you order.
Orders over $5,000 are not eligible for payment by credit card.
Terms: Net 30 days

Subtotal	$4,851.00
Tax	$0.00
Shipping/Activation	$582.12
Product Savings	$459.90
Shipping/Activation Savings	**$0.00**
Total Savings	$459.90
Grand Total	**$5,433.12**