

OAK PARK AND RIVER FOREST HIGH SCHOOL

Finance Committee Meeting Agenda

**September 16, 2008
Board Room
7:30 a.m.**

- | | |
|---|-------------------------|
| 1. Minutes | |
| 2. Construction Update | Jack Lanenga |
| 3. VIP Contract | Cindy Milojevic |
| 4. DJ & Entertainment for Homecoming | Cindy Milojevic |
| 5. Contracts | Jason Edgecombe |
| Physical Therapist | |
| Occupational Therapist | |
| Psychologist | |
| 6. TIF Report | Cheryl Witham |
| 7. FY 2009 Final Budget | Cheryl Witham |
| 8. Treasurer's Report | Information |
| 9. Old Business: review of discussions on budget information | Board Discussion |

Finance Committee Members

Chair: John Rigas

Board of Education

DLT

Jim Hunter – FSEC Chair

FINANCE COMMITTEE
BOARD REPORTS

July, 2008	August, 2008	September, 2008	October, 2008
	08 - 09 Tentative Budget	08 - 09 Budget	Five Year Plan Assump.
	Time Keeping Software		Copy Machine Leases
			2007 Audit Report
			Levy Timeline
			Summer School Report
			Discussion of Budget Cycle
			Landscaping Bid
November, 2008	December, 2008	January, 2009	February, 2009
5 Year Plan Projections	Adopt 2008 Levy	Food Service Rollover Bids	Student Fees 09 - 10
2008 Levy		Authority to Commence Amend. Budget 08/09	RFQ Audit Services
Books & Fees Report		Authority to Commence 09/10 Budget Prep	Bids for Bus Services
Health Insurance Renewal			TIF JT review Board Reports
March, 2009	April, 2009	May, 2009	June, 2009
	Authorization to Commence 2009 Audit	Prevailing wage	FY 09 Preliminary Budget
	FY 2009 Amended Budget	Resolution to transfer funds	Property & Liability Ins Renewal
	Staffing report 09 - 10 budget	PTAB Resolution	Workers Comp Renewal
	Sub Teacher - Sub clerical pay 09 - 10	Contracts for FY 09 - 10	
	Food Service lunch prices 09 - 10	- Family Services	
	Towel Service Bid	- OT Contracts	
	Audit Services Bid	- Triton Contract	
	Contracted Security Services Bid	Xerographic Paper Bid	
		Office Supplies Bid	
Every Meeting:			
Minutes			
Construction Update			
Financial Reports			
Treasurer's Report			

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Ave.
Oak Park, IL 60302

FINANCE COMMITTEE MEETING

Thursday, August 21, 2008

A Finance Committee meeting was held on Thursday, August 21, 2008. Chair John P. Rigas called the meeting to order at 7:36 a.m. in the Board Room. Committee members present were: Jacques A. Conway, Valerie J. Fisher, Dr. Ralph H. Lee (arrived at 7:45 a.m.), Sharon Patchak-Layman, and John P. Rigas. Also present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Cheryl L. Witham, Chief Financial Officer; Jack Lanenga, Assistant Superintendent for Operations; Nathaniel Rouse, Principal, and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Doug Wiley, Supervisor of Finance; Tim Keeley, Purchasing Coordinator; Gia Lenoir, Human Relations/Payroll Assistant; Earl Austria, Director of Technology, Robert Zummallen, Director of Buildings and Grounds; Gary Balling and Lesi Valentine of the Park District of Oak Park; Eric Penney, architect with Nagle Hartray Architects, member of the Bonestroo Team working on the Comprehensive Ridgeland Common Master Plan; and Terry Dean of the *Wednesday Journal*.

Acceptance of Finance Committee Minutes of June 17, 2008

The Finance Committee members accepted the June 17, 2008 Finance Committee Minutes, as presented.

Master Plan

Mr. Balling distributed an executive summary of the updated plans for the renovation of Ridgeland Commons, and recapped some of its highlights. He noted that all aspects of the Ridgeland Commons property had been considered, from restoring the existing structure to rebuilding it, using existing dollars and an expanded budget. There were three versions of the plan: 1) replacement, 2) enhancement, and 3) visionary, which incorporated the community's out-of-the box thinking. Things considered under the visionary plan included: stacking (a gymnasium over an ice area), underground parking, an indoor pool, etc. Because of finances, the visionary plan will not be considered and the expanded plan is now questionable.

At this point, the Park District is determining whether people will be involved financially in any plan. The passed 2005 referendum's purpose was to renew the parks and facilities, not the rebuilding of Ridgeland Commons. The Park District has \$10 million for a future capital improvement plan of Ridgeland Commons. In going forward, the Park District needs to balance its concerns and its revenue-generating capability (it is a revenue producing entity for the District). The Park District will continue talking with financial

institutions, the Oak Park Development Corporation, and financial consultants in the near future.

Factors that would affect the high school are 1) the parking structure (a key component of the plan as to how it can be utilized, e.g., adding another level, etc.); 2) the competitive pool, and 3) opportunities for a gymnasium. Turf fields would offer additional opportunities, as the Park District wants to expand its hockey services, also.

A question and answer session ensued:

Q: Why is an indoor pool not being considered?

A: The indoor pool has been deemed unaffordable by construction or management assessment.

Q: Why not make the ice rink and the pool 12-month assets?

A: An indoor pool can lose anywhere from \$50,000 to \$100,000 per year. It is more desirable to expand the indoor ice arena.

Q: Have discussions occurred with the River Forest Park District, because it does not have an indoor pool? Could they be considered residents for that use?

A: It is just too costly.

Q: In order to expand the time the pool could be used, was the installation of retractable roofs considered?

A: While that was not a discussion item, any time there is a mechanical part, there is additional maintenance.

Q: Is the Park District looking at Rheem Pool and Ridgeland Commons in tandem?

A: Yes, the Park District is deciding where it can get the most amount of use for the people.

Q: If the Park District just maintains Ridgeland Commons, will the pool remain where it is?

A: Yes. The Ridgeland Commons renovation will take about sixteen months.

Mr. Balling stated that the plan to have a larger green space by combining the Park District and high school's property would actually lessen opportunities. When doing the renovation on the west side of the building, other sites will have to be found for those sports.

Dr. Lee stated that he had been surprised by the public's list of wants, e.g., 1) the pool at various temperatures, 2) a dog park, and 3) no dog park, etc. He concluded Villagers want things that are best for everyone. He was the only one speaking, as a taxpayer, about the size of his tax bill. While no decisions had been reached at that time, it was clear that the audience favored the visionary plan. He was surprised that no one acknowledged how this would affect property tax bills. He felt the need to recruit people

with incomes higher than \$150,000 and that the Village should ask those with lesser incomes to leave. As a Board of Education member, he was concerned about the separate taxing bodies and the community deciding on a referendum as to what kind of balance it wants and can tolerate by vote. The Oak Park Council of Governments can speak about these different priorities, but the public has to do the calculation itself as to whether it can afford something. As a property taxpayer, he did not like to see his taxes increase any more than anyone else does. Dr. Lee clarified that his criticism was of the public and his intent was to give advice.

Miscellaneous

Dr. Lee referred to the calendar on the back of the Finance Committee agenda and suggested using this type of calendar in other situations, e.g., establishing District goals, etc. Dr. Weninger noted that he had asked each DLT member to produce that calendar for his/her individual areas.

Budget Format

Mr. Rigas told the Finance Committee members that a decision needed to be reached on the format of the budget, e.g., how much information do they want and how much time will it take the staff to fulfill those requests. He asked for their input.

Ms. Witham, having designed the District budget book consistent with the IASBO award-winning format, noted that some schools use this format as a strategic plan. In Minnesota, this type of document was used with the public and the media, as it answered many questions. The high school publishes this document on the website, and it can be periodically reviewed on-line, it also includes student achievement and test scores. If DLT were to use it as its annual report, there may be fewer questions from the community, as it would begin to trust the finances of the District, the Business Office, and bring a new level of respect to the high school. Her goal was to provide valuable information. She had thought it was worthwhile, but suggested that perhaps it was not the right information because of some of the Board of Education member's questions. The compilation of this document takes Ms. Witham weeks to do during the summer. Dr. Lee stated that he liked the format as is, even though he admitted to not reading every page. Mr. Rigas felt that even though the District high school good financial leadership; this document would not change anyone's mind. For him, this report was unnecessary, as he only reads the summary.

Dr. Lee believed OPRFHS has the reputation of having one of the most competent and capable financial management staff in the area of governmental agencies. He believed this type of report helped to preserve that reputation and it reminded people that the District does have an extraordinary financial management staff. Dr. Lee continued that when this information is not presented in a format similar to this, the public uses FOIAs to get the information. He felt it had long-range value and, to him, it was the most important tool for helping him to learn more about the District.

Ms. Fisher felt it was a valuable document. She concurred with Mr. Rigas as many people just wanted to know the bottom line, but she also concurred with Dr. Lee on the fact that for those who wanted a more in-depth look, this format is a very professional compilation of all of the information. She stated that the contrast between this and what the District had in the past is huge. She preferred seeing it continue in its present form.

Ms. Witham was concerned by Ms. Patchak-Layman's requests for more detail. Ms. Patchak-Layman explained that the Village of Oak Park gives more detail, e.g., categories, grants, funds, etc. All of the departments being part of this intrigued her. She acknowledged that this was the working document for the coming year. Programs are funded because they are included in the budget. To her, it was appealing to have a working plan for the District in the coming year. Having information regarding staffing, changes to programs, etc., and how they fit in with the District Goals was important to her. She agreed with Mr. Allen's desire to see the budgeting cycle start earlier. Ms. Witham added that there was a place in the budget for the goals to be inserted, but they had not been compiled as of this date. She responded that the information Ms. Patchak-Layman was requesting was included and that the format was more in-depth than the Village's budget. Mr. Rigas added that the Village prints out its budget from the computer system, showing every line item, which is the easy part; the hard part is the analysis.

Dr. Weninger saw the value of this document being:

- 1) It brings into one place all things;
- 2) Whether the public chooses to go through the budget, it is a transparent view of the District;
- 3) It is a historical record, so that if people wanted to look at specific items and track items from year to year they could do that. It is called a tentative budget but if it were to become a repository of an annual report for all areas of the District then other members of DLT and BLT would take ownership for those parts and Ms. Witham would not have to spend time on anything but the financial parts.
- 4) It provides a written explanation that the District could use.

Because the law requires to the budget to be posted on the website, Mr. Rigas suggested tracking hits on it.

Ms. Witham's mention of the fact that individual departments have used the budget or helped to write it intrigued Ms. Patchak-Layman. She also liked the idea of having an agenda on the District goals as things can be fed into it so there is transparency. Because nothing is static and this is an ever-changing world, the Board of Education needs enough knowledge and understanding of what feeds into the budget areas so that it can give further direction as to how the funds are spent. Dr. Lee asked Ms. Patchak-Layman if she supported this format. Her response was that she would add to it. Ms. Witham offered to include the goals, the School Improvement Plan, and tying in with that the Board of Education's participation and votes on particular items/proposals, etc. Some districts do

that and layout calendars so that the public knows how and when those decisions are made.

Tentative Budget

Ms. Witham provided the Finance Committee with a copy of the Tentative Budget. Discussion ensued. Because budgetary decisions are made before the goals were in place, Ms. Patchak-Layman felt the goal discussion should occur in January or February. The Board of Education could then give direction as to how 80 percent of the budget should be spent. At this point, however, outside of having a catastrophe, the budget moves along, the structure stays the same; the dollars varying only somewhat. Ms. Witham concurred as 80 percent of the budget is personnel.

Ms. Patchak-Layman, having looked through the detailed part of the budget, felt there were some areas in which the Board of Education could free up some dollars, e.g. field trips, the number of out-of-district athletic activities, i.e., bus transportation. While not large dollar amounts, they may add up to make a small difference. Ms. Witham clarified that Ms. Patchak-Layman was describing a change in programs, i.e., how the District views field trips as part of the curriculum. If the Board of Education wanted to pursue this, then different information should be brought to it so that it could make those decisions. How many sports, how many students, and whether that activity is valued, e.g., traveling to different meets, etc., would be a philosophical discussion.

Ms. Patchak-Layman noted that the SIP Grant included the African-American Outreach Coordinator and other staff. If the District feels this is an important position, then the Board of Education should find those dollars; the case made in the grant application was that this was important. Thus, the Board of Education needs to find \$350,000 for this program. She asked whether the District could postpone the acquisition of supplies (page 58).

Dr. Lee asked Ms. Patchak-Layman if she felt it was an appropriate role for the Board of Education to go through the budget to fund a function. Ms. Patchak-Layman responded that it was the staff's responsibility, because the staff has the intimate-detailed knowledge. If the staff were looking for direction, however, her priority system would be to delay the technology and to hire staff to work on reading and research, test analysis and assessment. Regarding the technology budget, Ms. Witham reported that last fiscal year budget was less because an order was received before the fiscal year began. As a result, it had to be expensed in the previous year. Thus, in that timeframe, she reduced that current year's technology budget to reflect that. That is why the budget looks as if it has increased, but it is really where it should have been originally. There had been a deferral of replacing infrastructure, routers and switches, etc.; as a result, there was instability in the building. The Technology Department must replace the infrastructure. Ms. Patchak-Layman continued to feel it could be delayed.

When Ms. Patchak-Layman reviewed the SIP Grant, she was taken by the statement, "...sustained, meaningful change for those students who would benefit from professional

development, instructional changes, and partnerships are not adequately implemented or coordinated.” She felt this was something the District should be working hard to be able to implement.” Ms. Patchak-Layman continued that if the grant were approved, the District could modify that part of the budget that pertained to the positions in the grant. She questioned items such as membership costs, legal costs, etc. that could be used to put into programming costs. Mr. Rigas was interested in reducing the District’s legal fees and hoped that people would stop suing the District. While the SIP Grant afforded the District an opportunity, Dr. Weninger stated that it was not the intention to find the money in the budget for these positions if the grant were not approved. The technology funds are needed to support the work of data assessment and student achievement in a real time way, as well as computers for students in ED classrooms and the creating of the reading lab. It is a matter of priorities; if the District does not get the grant, it will focus on other opportunities. Ms. Patchak-Layman disagreed and said that \$30,000 to \$50,000 could be set aside from Technology and directed to another purpose. She had observed that not everything budgeted was spent. Ms. Witham stated that if one spends less on computers and then uses those funds to pay salaries; those salaries would grow each year depending on CPI. This would affect the budget in the long term. The grant was not long term; it was a jumpstart activity to determine whether these positions will make a difference. Mr. Rigas added that the administration has said that this is a lower priority. The grant application was submitted for specified items; if the grant is not approved, some things will be funded and some things will not. Dr. Weninger stated that the grant was an opportunity to see the effectiveness of incorporating two reading coaches and one data coach. He did not know if this should be an ongoing cost nor was he willing to experiment with the budget.

Dr. Lee asked if Ms. Patchak-Layman was moving things having to do with reading and literature to a higher priority. Ms. Patchak-Layman felt they were high priorities. Dr. Lee felt that saying and adopting as a higher priority are two different things. He has been trying to move this to a higher priority and he has gone about it more slowly by asking for information as to the literacy skills of the students as a whole. He still does not have that information. Once that information is received, he will ask the question if more money in this area should be a higher priority. He has some of the same goals, but her approach is more difficult because it involves jumping into a specific year’s budget and tweaking it before delving into the school’s responsibility. Ms. Sharon Patchak-Layman reminded him that she was quoting from the grant where the staff has said these were important activities and she felt the money for it could be found in the budget. It is part of the School Improvement Plan and the District has a commitment to it. Grants help to crystallize one’s thinking.

No adjustments to the budget were made.

Resolution to Establish Tort Liability Fund and to Transfer Initial Fund Balance

It was the consensus of the Finance Committee members to recommend the approval of the Resolution to Establish Tort Liability Fund and to Transfer Initial Fund Balance at the regular Board of Education meeting on Thursday, August 28, 2008. The Board of

Education is required to pass a resolution to establish the new Tort Liability Fund as a separate Fund from the General Educational Fund and to approve the transfer of the fund balance to the new Tort Liability Fund. This resolution needs to be approved by the Board of Education before the fiscal year 2008-2009 budget is approved. The stated dollar amount of \$1,650,402 is the unaudited fund balance of the current Tort Fund and the resolution allows the administration to adjust the transfer, if necessary, after the fiscal 2008 audit is final.

Monthly Financial Reports and Treasurers' Report

Dr. Lee asked for an explanation as to the difference between the Treasurers' Report and the Monthly Financial Statements. Ms. Witham explained that the difference is that the monthly financial statements outline the revenue and expenditures as compared to the budget. The Treasurer's Report speaks to the cash, how much and where it is invested.

Dr. Lee reported that in the Treasurers' report from May 31, the cash balances for each fund are listed. The Education Fund's ending cash balance was \$51,713,000. The ending balance in the monthly financial statements was \$52,682,000. Ms. Witham explained that the fund balance and cash balance were not the same. The Fund balance includes inventory and excludes things such as liabilities. The difference between those two are caused by assets and liabilities, accounts receivable, inventory, insurance, etc.

Ms. Patchak-Layman asked if there were summer activity adult education. Ms. Witham responded that there was just Triton and it pays after the semester ends.

Kronos Timekeeping System

Ms. Witham reported that keeping track of time worked in many areas of the building is a large process. Thus, she explored the use of a time keeping system. While Skyward has a process for doing this, it is not good for the multiple kinds of tasks that people do for extra duty. The Kronos System is a national system with a large client base, including many schools and governmental units; it will also interface with Skyward. This is a program suitable for what the high school does and it has online, real time service. It tracks sick days, vacation, overtime, etc., all through the computers. Supervisors would only have to review information on line.

. Generally, Kronos predicts a 3 percent savings but Ms. Witham felt the District would recoup at least the cost of the software and installation. Ms. Witham reported that the District would define a grace period for people clocking in. Dr. Lee felt it would alleviate administrative time spent on this issue. He supported it and the grace period.

Ms. Witham continued that currently the school has a punch clock in the Food Service Department; personnel hand calculated the hours worked. Teachers and administrators would not clock in. Ms. Patchak-Layman felt a time clock would introduce a less professional atmosphere. Ms. Witham reported that the school must adhere to labor laws. OPRFHS pays employees a certain pay for normal hours worked and additional pay for

overtime. They have to be paid appropriately. The use of a time clock will make this process easier. Often times a B&G employee punches in and out for his/her regular job and then returns for sporting events in the evening; the District is obligated to pay overtime for that and it is difficult to track. It is the same for security personnel, clerical, etc., depending upon how many hours they work. Ms. Witham stated that it would take eighteen (18) months to implement because of the timing of the some of the contracts.

Ms. Patchak-Layman wondered if this was a discussion point in previous contracts negotiations of contract that were in effect. Ms. Witham responded, not in her tenure. The District will talk with the unions in the appropriate timeframe. Mr. Conway noted that there seems to be a large discrepancy between tracking sick time and overtime time and employees would accept this system.

Further discussion ensued regarding the savings. The representative from Kronos' stated that in a well-defined organization, the savings might be 1 percent or more. One university had a 10 percent savings. The State of Illinois has tracked all of its employees and the savings is 3 percent. Chicago Public Schools saved over \$1 million.

Ms. Patchak-Layman asked if the clocking mechanism had a negative impact on unions. She was informed that from the union perspective, it eliminates favoritism of employees; if someone is late, he/she is late. This system also tracks changes made to "time cards" and that audit reports can be run. It will also calculate a blended rate of regular pay and overtime pay. Kronos gives a school discount for the purchase of the product.

Ms. Patchak-Layman asked how this would interface with Human Resources from the payroll perspective. Ms. Witham acknowledged that it was a big component of Human Resources; a few departments were tracking their own vacation and sick time. In addition, a module will have to be purchased to interface with Skyward so that all of those employees will be able to see their times on their pay stubs.

It was the consensus of the majority of the Finance Committee members to recommend that the Board of Education approve the Kronos contract and purchase the Skyward module at its regular August Board of Education meeting.

Construction Update:

Mr. Lanenga reported the following:

- The Stadium turf had been installed in a timely manner. While the punch list indicated that there were some crooked lines, the company assured the high school that these will straighten out by themselves;
- The fence along the playing field has been completed;
- The building was power-washed;
- The stairs on Erie street were redone. The rough appearance is necessary as it helps to prevent people from slipping or falling;

- The roof above the boiler was redone;
- The alley between the Fieldhouse and the school building was redone;
- Additional keycard access to the building has been added;
- The renovation of the Daycare Center is progressing;
- A new exit as part of the fire protection program has been installed; and
- Clay traps have been added in the art rooms.

Mr. Lanenga presented slides to the Board of Education showing the significant dollars that had been saved due to its support of a variety of energy savings devices. Because OPRFHS buys its electricity from Vanguard Electric, it has saved 28 percent or \$445,000 over four years. The natural gas costs have been consistent except for the 2005-06 school year, even though prices have risen dramatically.

Typically, the high school uses 470,000 therms. In this calendar year, the usage was only 420,000. This is a huge contrast to the year where the District previously bought 900,000 therms and used all of them.

Adjournment

The Finance Committee meeting adjourned at 9:27 a.m.

Oak Park and River Forest High School District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cindy Milojevic

DATE: September 16, 2008

RE: ANNUAL VIP CONTRACT SUBMITTED FOR BOARD APPROVAL

BACKGROUND

VIP is a professional photography company that has taken photos at OPRF for many years. Specifically, they provide the following services for OPRF:

- Take Senior portraits for the year book
- Take photos of all freshmen – juniors for the yearbook
- Provide digital images to yearbook staff of all students (freshmen-seniors)
- Take School ID's and produce ID cards
- Take Staff yearbook photos and staff group shots
- Offer portrait packages for sale to families who desire them
- Take candid's at 50 large school events for Student Activities
- Take photo's of all Athletic teams
- Take photo candid's at sporting events
- Provide Student Activities and Athletic Departments with disks of photos for slide shows, etc.
- Take Prom portrait photos
- Take Photos at Homecoming and King of Heart Dances
- Provide 30 large print photos for halls

The Board of Education must approve all contracts that provide free goods and services to the District. These contractual arrangements are also disclosed in the ISBE Annual Financial Report (AFR).

SUMMARY OF FINDINGS

The contract between VIP and OPRFHS defines the services that VIP offers, as well as the "value in kind" to OPRF as a result of the contract. The 2008-2009 contract was reviewed by Michelle Carrow, John Stelzer and Cindy Milojevic. See below for the value of goods and services last year to OPRF as a result of the contract/agreement:

ESTIMATED VALUE 2007-2008	RECIPIENT	USE OF REVENUE
\$1,000	Athletics	Spirit Activities, Banners, T-Shirts and Signs
\$6,800	Tabula	Yearbook Camp, Camera Equipment, Computers, Computer Software

RECOMMENDATIONS

To approve the 2008 – 2009 VIP Contract at the Board of Education Special Meeting.



VISUAL IMAGE PHOTOGRAPHY, INC.

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Oak Park River Forest High School **School Photography Service Agreement**

July 17, 2008

Oak Park River Forest High School

201 N. Scoville Avenue

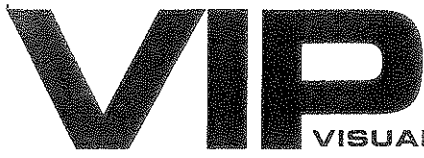
Oak Park, IL. 60302-2296

708-383-0700

This document sets forth an agreement between Oak Park River Forest High School ("the School") and Visual Image Photography, Inc. ("VIP") regarding photography and related services to be provided by VIP to the School beginning August 1, 2008 and ending June 30, 2009.

Senior Portrait Program

- VIP will photograph all seniors in traditional head and shoulder pose. Seniors will be photographed in attire deemed appropriate by the School. Images will be taken using a digital system for both capture and processing. This process will ensure continuity of head size, color and background consistency when printed in the yearbook.
- Timely delivery of senior images on a publisher-compatible CD/DVD will be provided to meet the yearbook deadline. VIP will develop the publisher's CD/DVD with input from the publisher in order to ensure that the images are delivered in high quality format to the publisher's specifications. The yearbook advisor will advise VIP of the CD/DVD delivery date no later than 120 days prior to such a date.
- VIP will offer a "student model program" in which the yearbook staff can participate. This program helps to promote VIP's portrait quality and packages to prospective student buyers and their families.
- VIP will initiate "portrait sign up days" during lunch periods in order to insure qualified appointments. VIP will provide its own staff to facilitate.
- VIP will provide make up days for students who have not had their senior portraits taken during the summer months.
- Scheduling of appointments, direct mail promotions, reminder mailings and telephone follow-ups will be handled by VIP to ensure a maximum number of seniors are photographed.
- The School will supply all necessary student information in a Microsoft Excel compatible format, including name, address and city, state, zip code, and phone numbers by March 15th of each year. This will insure that all students are fully informed before the summer break.



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Page 2

- VIP will send students a minimum of two mailings. The first will inform students and parents of the School's decision to use VIP as their exclusive senior portrait vendor, and the second will provide special offers, appointment information, and general pricing information.
- On or off campus, VIP will arrange an elaborate system of props, backdrops and lighting that will create outstanding results and an extremely high level of customer satisfaction with each senior portrait customer. Off campus photography will be performed at Concordia University, River Forest, IL.
- Several different senior sittings will be offered. All sittings will include yearbook poses and offer a choice of clothing changes and background options, allowing for a customized sitting that fits student needs. **There will be no sitting fee for the yearbook-only pose.** A minimum of 6 previews of the yearbook only pose will be available for viewing within 14 days after the photo date.
- No student is under any obligation to purchase a portrait package. VIP will provide the yearbook sponsor with a printout of all seniors photographed and not photographed.
- Senior portrait package pricing includes sales tax and all shipping costs associated with mail home service.
- VIP will provide senior foreign exchange students with a basic senior portrait package at no charge.
- VIP will provide a secure website to be accessed by all seniors photographed. Seniors will have the ability to schedule their appointments online. In addition, each senior photographed will be able to view their proofs online before receiving them in the mail.
- VIP shall deliver all senior orders to the shipping address provided by the buyer.
- All VIP products have a 100% customer satisfaction guarantee.

Underclass Pre-pay Program

- The School shall provide VIP with a complete student database, including the staff, in a Microsoft Excel compatible format at least one month prior to the initial shoot date.
- VIP will photograph students and staff on the date(s) mutually agreed between VIP and the School. VIP agrees to use its best efforts to accommodate the School's requested dates.

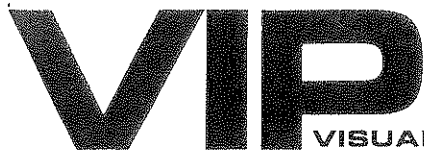


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Page 3

- VIP will provide prepay envelopes explaining the photo packages and prices. Envelopes will be delivered to the School at least 14 days prior to the scheduled shoot date.
- Beginning fall of 2008, students and family members will have the ability to pre-order their underclass picture package selection via the internet. All packages and pricing will be featured on the VIP website, www.vipis.com, prior to picture day, for viewing and purchase.
- Make-up photo day will be scheduled after the return of original photographs on a date mutually agreed between VIP and the School. VIP agrees to use its best efforts to accommodate the School's requested dates.
- VIP will offer complete digital capture. The student will be able to view their portrait instantly. If necessary, the photograph is retaken immediately.
- VIP will provide a digital color publisher's CD/DVD including all students photographed within 2 weeks of the retake picture day(s) at no additional charge. A publisher's CD/DVD will be produced in a format that is compatible with all publisher and School software programs.
- VIP will provide an Administrator's CD/DVD including all students and staff members photographed at no additional charge. The School may make unlimited use of the images included on the disk, including transferring images to School administrative programs and as a digital school directory. The images on the CD/DVD will be of sufficient resolution for the School to produce parking passes, photo directories, award certificates, and business cards.
- VIP will provide foreign exchange students with a basic portrait package at no charge.
- VIP agrees that it shall be responsible for the delivery of all portrait packages purchased by students and their families. Delivery shall take place within five weeks of the original photo day(s). The package prices shown below reflect the inclusion of postage and handling.
- VIP shall deliver to the School a package verification list of students photographed and packages purchased for office and yearbook staff use.
- All VIP products have a 100% customer satisfaction guarantee.



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Page 4

Faculty Photography

- VIP will provide a separate date for individual faculty portraits as requested by the yearbook sponsor.
- VIP will offer a complimentary package (#5) to all administration and faculty members **upon request** by each individual on photo day.
- If the son or daughter of a faculty member schedules a senior portrait sitting to be taken by VIP, the family will receive a 25% discount on all purchases made.
- VIP will photograph faculty department group photos. These group photos once proofed by the yearbook sponsor will be enlarged to a 20X30 format and mounted. VIP will provide one enlargement of each departmental photograph (approximately 10 to 15 units) at no cost to the School.
- A 10X24 faculty panoramic, digitally enhanced with borders, captions, and School logos, will be produced at no charge **if requested** by the School. This would be done in conjunction with a senior panoramic. If a panoramic is produced, one complimentary copy will be provided to School and 10X24 prints will be made available to faculty members at \$25.00 each.
- Panoramic images ordered by any faculty member, will be mailed to the home address. Postage and handling costs are built into the retail price.

Activities Photography

- VIP will work with the yearbook department to schedule sports (varsity teams only), student candids and School activity images which may include clubs, performances, awards programs, etc. VIP will provide up to fifty (50) trips to cover these activities. VIP will provide service trips in excess of the number stated above at an additional mutually agreed cost.
- VIP is the official photography partner of the IHSA. State finals images involving students of the School will be made available to the yearbook department. The number of images will be limited to what will be used in the yearbook publication only and are not for downloading, emailing or sale.
- All candid images will be captured digitally and delivered to the School on a CD Rom within 14 days after shooting to simplify the production of the yearbook.



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Team Sports • Weddings

Page 5

Prom and Dance Photography

- VIP will provide candid coverage of dances as selected by the School under Activities Photography above.
- In addition, VIP will provide couples and group photography at dance and prom events mutually agreed upon by VIP and the School.
- In providing couples and group photography, VIP will consult with all dance committees to select from a variety of dance backgrounds, or will work with the School to customize its own.
- VIP will ship dance order forms to the School within at least 21 days prior to any dance or prom event at which it will provide couples and group photography.
- Couples and group photos from the dance will be mailed home to the students within three weeks after the event.
- Complimentary digital candid images of all covered dance and prom events will be provided to the yearbook staff.
- Complimentary packages will be offered to all chaperones and the King and Queen of the prom, if covered.

Athletic Photography

- VIP will photograph all teams and sport groups.
- VIP will offer a variety of team and individual portrait packages from which to choose.
- VIP will provide the Athletic Director with one 5X7 print of any head and shoulder shots taken as requested by the Athletic Department.
- Specialty photographs can be taken of coaches, managers, athletic staff, etc.
- VIP will provide complimentary 8X10 team photos for all coaches on all levels.
- VIP will provide a complimentary 8X10 specialty team plaque to each varsity team photographed.
- VIP will provide two dozen "thank you for your support" cards to each varsity team photographed.
- Special graphics, digital captioning and School logos will be featured on all team photographs ordered.
- VIP will provide 8X10 complimentary Wall of Fame (WOF) photographs with or without custom captioning.



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Senior Portraits • Weddings

Page 6

- One CD Rom of any action taken will be sent to the Athletic Department in addition to the yearbook sponsor. Images from each sport will be kept to a minimum for use in the creation of an awards banquet presentation.

Additional Portrait Programs (upon request)

- A 10X24 senior class panoramic, digitally enhanced with borders, captions, and School logos, will be produced at no charge **if requested** by the School. If a panoramic is produced, one complimentary laminated copy will be provided to School and 10X24 prints will be made available to students at \$25.00 each. All senior panoramics will be mailed to the home address provided by the student.
- VIP will provide complete coverage of Graduation Day **if requested**. Coverage will include commencement day activities and the distribution of diplomas. Proofs will be posted for viewing and purchase to the VIP website, www.vipis.com, within 10 days after Graduation Day. Prior to Graduation Day, posed Cap & Gown portraits will be made available to interested students.

Ancillary Services

- VIP will provide customized PVC plastic ID cards for each student and staff member photographed during School registration. The ID card will be designed to the School's specifications.
- VIP will maintain all provided ID card production equipment and software. Additional supplies will be available at cost through VIP's supplier. The School shall be responsible for all PC maintenance and repair.
- VIP will provide administrative compatible software to track and create IDs.
- VIP staff shall maintain contact with the yearbook advisor/sponsor not less frequently than monthly to coordinate photography needs and scheduling confirmations.
- Color film will be provided to the yearbook staff at no cost (limit of 70 rolls of film per school year).
- Film processing and printing will be provided at no cost to the yearbook staff. Arrangements will be made with a local processing center to facilitate film processing and printing. All costs incurred will be billed directly to VIP.
- Upon request, VIP will provide up to thirty 20X30 enlargements of various activities for "halls and walls" at no cost.



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Prom Sports • Weddings

Page 7

- VIP will provide photography training for any interested yearbook staff photographer. Photographers will make themselves available as guest speakers for photography classes, career days, etc.
- The School shall provide a link on their School website to www.vipis.com in order to help promote the sale of all group and candid photography that VIP will provide to the school.
- VIP will provide custom posters to be placed in strategic locations around the School to help promote the sale of candid images.
- The School shall make use of its outdoor marquee to help promote senior and underclass portrait dates.

Revenue Sharing

- Underclass portraits - 10% of net revenue from underclass portrait sales. For the purposes of this proposal, the term "net revenue from underclass portrait sales" shall mean gross revenue (net of sales taxes) for the period of August through November of each year during the term of this agreement, less a return credit allocation of 3% of gross revenue, less any postage and handling costs. VIP shall pay the School the amount so calculated during December of each year.
- Senior Portraits - \$5.00 per senior photographed plus \$25.00 per senior portrait package purchased during the months of June through February of each year during the term hereof. . VIP shall pay the School the amount so calculated during March of each year.
- Dance Portraits - 15% of net revenue from dance and prom events. For the purposes of this proposal, the term "net revenue from dance and prom events" shall mean gross revenue (net of sales taxes) less \$4.00 for shipping costs per order, **only to the extent such net revenue exceeds \$500**. VIP shall pay the School the amount so calculated within 60 days after the applicable event.
- Athletic Portraits - \$3.00 per package sold. VIP shall pay the School the amount so calculated within 45 days after such portraits are shot.
- Performing Arts Portraits - 10% of net revenue from performing arts portrait sales. For the purposes of this proposal, the term "net revenue from performing arts portrait sales" shall mean gross revenue (net of sales taxes), **only to the extent such net revenue exceeds \$500**. VIP shall pay the School the amount so calculated within 60 days after such portraits are shot.



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Teen & Family • Weddings

Page 8

- Other Shared Revenue (“portraits in the park”, panoramic, cap & gown, etc.) - 10% of net revenue from other portrait opportunities. For the purposes of this proposal, the term “net revenue from other portrait opportunities” shall mean gross revenue (net of sales taxes), **only to the extent such net revenue exceeds \$500**. VIP shall pay the School the amount so calculated within 60 days after such portraits are shot.

Package Descriptions – Prepaid Program – Mail Home

	1	2	3	4	5
	2-8x10 2-5x7 2-3x5 8-Wallets 8-Exch	1-8x10 2-5x7 2-3x5 8-Wallets 8-Exch	2-5x7 2-3x5 8-Wallets 8-Exch	2-3x5 8-Wallets 8-Exch	2-3x5 8-Exch
Base Prices	\$35.00	\$29.00	\$24.00	\$19.00	\$14.00
w/P&H	\$39.00	\$33.00	\$28.00	\$23.00	\$18.00
Featured add-ons:					
	1-8x10				\$12.00
	2-5x7				\$10.00
	4-3x5				\$10.00
	8 Wallets				\$10.00
	16 exchange wallets				\$10.00
	School Calendar				\$15.00
	Retouching				\$10.00

NOTE: All of the above ala carte items (featured add-ons) are available in black and white.



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Team Sports • Weddings

Page 9

Senior Portrait Package Descriptions

A	B	C	D	E	F	G
1-16x20 5-8x10 6-5x7 56-Wallet	1-16x20 4-8x10 4-5x7 48-Wallet	1-11x14 2-8x10 2-5X7 4-4X6 32-Wallet	2-8x10 4-5x7 2-4x6 32-Wallet	1-8x10 2-5x7 4-4x6 32-Wallet	1-8x10 2-5x7 2-4x6 16-Wallet	1-5x7 2-4x6 8-Wallet
\$375.00	\$325.00	\$300.00	\$275.00	\$225.00	\$175.00	\$100.00

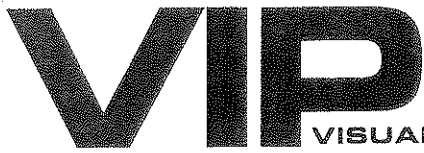
Add a photo CD to your package for:

\$60.00	\$75.00	\$90.00	\$110.00	\$125.00	\$140.00	\$165.00
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If you do not order a package, a photo CD may be purchased for \$250.00. All photo CD's include 10 high resolution images of your choice.

Featured add-ons:

	<u>1st Print</u>	<u>Additional</u>	<u>Wallet Specials</u>
1-20x24	\$200.00	\$145.00	64-\$65.00
1-16x20	\$150.00	\$110.00	48-\$55.00
1-11x14	\$105.00	\$ 72.00	32-\$45.00
1-8x10	\$ 52.00	\$ 46.00	24-\$40.00
1-5x7	\$ 42.00	\$ 35.00	16-\$30.00
2-4x6	\$ 46.00	\$ 33.00	8 -\$20.00
TRIO	\$ 65.00	\$ 44.00	
EMBASSY	\$140.00	\$ 99.00	



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Senior Starts • Weddings

Page 10

The following senior portrait sitting options will be made available:

<u>Sitting</u>	<u># of Proofs</u>	<u>Sitting Fee</u>
Yearbook Only	Minimum 6 previews	No Charge
One Outfit	16-20 previews	\$25.00
Two Outfits	20-30 previews	\$35.00

Dance Package Descriptions and Pricing

1	2	3	4	5	6
2-8x10 4-5x7 16-Wallets	4-5x7 16-Wallets	2-8x10 8-Wallets	2-5x7 8-Wallets	1-5x7 4-Wallets	8-Wallets
\$50.00	\$40.00	\$35.00	\$30.00	\$20.00	\$15.00

Photographs will be mailed to the home address.
All package prices include sales tax, postage and handling.

GROUPS

(3 Person Minimum)
1-5x7 per Person
\$5.00 per person in photo



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Team Sports • Weddings

Page 11

Panoramic Pricing

1-10x24 Panoramic Photograph \$25.00

All panoramic pricing includes sales tax, postage and handling

Graduation Prints and Prices

1-8x10	\$12.00
1-5X7	\$ 8.00
1-4X6	\$ 6.00
Thank You's	\$15.00
Plaque	\$26.00

Fine Arts Package Description and Prices

1	2	3	4	5	6
1-11x14	2-8x10	8x10 Grp.	8x10 Grp.	1-8x10	8x10 Grp.
2-8x10	2-5x7	1-8x10	2-5x7	4-5x7	2-5x7
4-5x7	4-3x5	2-5x7	8-Wallets	8-Wallets	8-Wallets
Thank You's	Thank You's	Thank You's	Thank You's		
\$75.00	\$50.00	\$40.00	\$40.00	\$40.00	\$30.00
7	8	9			
1-8x10	2-5x7	8x10 Grp.			
2-5x7	8-Wallets	2-5x7			
\$20.00	\$20.00	\$20.00			



VISUAL IMAGE PHOTOGRAPHY, INC.

Action • Portraits • School Pictures • Senior Portraits • Weddings

Page 12

Featured Fine Arts	1-16x20	\$40.00
Ala Carte Items:	1-11x14	\$25.00
	1-8x10	\$12.00
	1-5x7	\$6.00
	4-3x5	\$12.00
	8-Wallets	\$12.00
	1-8x10 Group	\$12.00
	Thank You's	\$15.00

Oak Park River Forest HS Representative	Position	Date
	<i>Sales Manager</i>	<i>7/17/08</i>
VIP Representative	Position	Date

Oak Park and River Forest High School

District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cindy Milojevic

DATE: September 8, 2008

RE: HOMECOMING DANCE

BACKGROUND

The Homecoming Dance is a long standing tradition at OPRFHS, eagerly awaited and largely attended. Each year, the majority of the ticket price (\$15 per student) is used to defray the operating cost of decorations and the DJ with the thinking that the main purpose of the dance is to provide an opportunity to bring the student body together as a community.

SUMMARY OF FINDINGS

This year, the Student Council officers have selected a DJ, BOOM Entertainment, who provides expanded services; DJ music combined with an extraordinary light show to modify the Field House into an "Extravaganza."

The DJ package also includes the availability of a light show Friday night at our new Homecoming Block Party, as well as management of a website especially for our students. The website offers students: online balloting for Homecoming Queen, the ability to submit song requests in advance of the dance, promotion of the dance and the ability to purchase photos after the dance. With the added promotion and excitement, Student Council feels that attendance at the dance will increase significantly.

Last year we broke an attendance record with 1,600 students at the dance. This year, we hope to have 1,800 or more attendees. If \$10 of each ticket (10x1800 participants) is used to cover cost the total collected would be \$18,000. That leaves a remainder of \$5.00 from each of the 1,800 participants totaling \$9,000 that Student Council plans to use to support other school wide initiatives and to donate to charity. (As a point of comparison, last year, \$15,000 was spent on decorations, and the DJ was an additional \$1,500)

Boom Entertainment contract summary (see attached for full contract):

- DJ	
- Light Show	
- Sound	
- Entertainment	\$15,195 (slight increase from last year)
- Website creation and Management	\$1,295
- Friday Night Block Party	\$1,600
- Percussionist	<u>\$ 795</u>
- TOTAL	\$18,885

RECOMMENDATIONS

Board approval of contract as soon as possible in order to secure DJ and entertainment for October 4, 2008 Homecoming.

Milojevic, Cindy

From: Jordan Neuhauser [Jordan@boomentertainment.com]
Sent: Tuesday, August 19, 2008 8:54 AM
To: Milojevic, Cindy
Subject: Boom Entertainment - Updated Proposal

Hi Cindy,

First off, thank you very much for the meeting yesterday and this opportunity. Everyone here at Boom is super excited for your homecoming dance.

Based on the information we spoke about this is what I came up with.

Friday Night: (\$1,600)
Programmer to run lights, and technician

Lighting: (incl. In package)
Custom Structure with Automated Lighting
48" Mirror Ball

Sound: (incl. In package)
Nexo Linear Ray (Hung From Ceiling)

Entertainment: (incl. In package)
DJ
Emcee

Percussionist (\$795)

Management: (\$1295)
Web Site
- King and Queen Voting
- Song Requests
- Photos and Videos
- Message Board to discuss Dance
- Login with Generic User Name and Password
- The Option of buying pictures online
- Ability to upload information such as spirit week information.

PV: (incl. In package)
Photographer
Videographer
Custom DVD including Time Lapse and Main Event Trailer

Friday Night: \$1,600
Percussionist: \$795
Web Site: \$1,295

Sub Total: \$3,690.00

✓ Lighting, Sound, Entertainment, PV: \$15,195.00

Updated Total: \$18,885.00

Let me know your thoughts on the updated proposal. If this looks good, I will send it to you in contract format. To reserve the date and package, we require a 1/3 deposit.

Thank you, and look forward to hearing from you soon. If you have any questions, please do not hesitate.

Best Regards,

Jordan Neuhauser

President

Boom Entertainment

C: 847.366.4926

F: 312.440.6671

E: Jordan@BoomEntertainment.com

W: www.BoomEntertainment.com **new site coming soon**

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Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education – Finance Committee

FROM: Jason Edgecombe 

DATE: September 16, 2008

RE: Independent Worker Contracts

BACKGROUND

Annually the Board of Education is asked to approve contracts with independent workers for the provision of social work services (initial evaluations and annual reviews), physical therapy, and occupational therapy services. The contracts being presented at this time are for services with individuals (Steve Meyer – Social Work; Jeanne McCoy – Physical Therapy; and Lisa Vincent – Occupational Therapy) who have been providing services to the District for several years.

SUMMARY OF FINDINGS

During the 2007 – 2008 school year, the District paid a total of \$124,735 for independent worker contracts. The distribution of this sum was as follows: \$19,340 for social work services; \$35,215 for physical therapy services; and \$70,180 for occupational therapy services. It should be noted that during the past year, occupational therapy services nearly doubled from the 2006 – 2007 school year (\$70,180 vs. \$43,010) as the District fully implemented the federally mandated IDEA requirement to include Assistive Technology services with occupational therapy services.

The hourly rate for Occupational Therapy has been increased from \$65 to \$72 to remain competitive with other school districts in the Western Suburban Conference, but the hourly rate for social work and physical therapy services remains flat at \$65 an hour.

The contract for each of the independent workers is presented for review by Finance Committee members.

RECOMMENDATION

To approve at the September 25, 2008 regular meeting of the Board of Education the Independent Worker contracts as presented.

**OAK PARK AND RIVER FOREST
HIGH SCHOOL DISTRICT No. 200**

Professional Services Contract

This Agreement is made by and between Oak Park and River Forest High School District 200, an Illinois unit of local government ("School District") and the professional Service provider ("Provider") named below, on the date hereinafter set forth.

In consideration of the recitals and the mutual covenants set forth in the Agreement, the parties agree as follows:

SECTION 1. RECITALS

- A. Provider Retained: The School District desires to obtain the Services of the Provider identified below to provide the Services and perform the work described below for the fee hereinafter set forth:

Service Provider: Steven Meyer, LCSW

Contact Person: Linda Cada

Address: 715 Lake Street Oak Park, IL 60302

Telephone: 708 – 848 – 5599

Email: _____

Fax: _____

Brief Description
of Services:

For identified students the Provider is to provide the School District with case study evaluations and re-evaluations as prescribed by the Special Education Division in keeping with the laws of the School Code of Illinois. As available, the Provider will participate in student staffings and student classroom observations as appropriate or as requested by the School District.

Time Period of Work: August 25, 2008 – June 12, 2009

Fee/Rate: \$400.00/initial evaluation; \$350.00/re-evaluation; \$55.00 hourly for staffings beyond the first hour and \$27.50 for classroom observations per occurrence.

Contract Administrator: Linda Cada, Director of Special Education

- B. Representations by Provider: The Provider represents that he is qualified to provide the Services called for in this Agreement, and has the required education, training, skills, equipment, licenses and certifications necessary to perform the work.
- C. School District Authority: The School District represents that it has the authority to enter into this Agreement, that funds have been appropriated to pay for the work to be performed and that the person executing this Agreement is authorized to perform the designated work.

SECTION 2: SCOPE OF SERVICES

- A. Retention of the Service Provider: The School District retains the Provider to perform, and the Provider agrees to perform, the work described in Appendix A hereto ("Services"), subject to the terms and conditions of this Agreement.
- B. Commencement: The Provider shall commence the work upon receipt of written notice from the School District that this Agreement has been fully executed by the parties, and shall diligently and continuously provide the Services called for until completion of the work, or until termination of this Agreement by the School District, and in no event later than June 30, 2008.
- C. Direction: The Provider shall receive and follow instructions regarding the work from the Director of Special Education (Contract Administrator); provided, however, that no employment relationship shall be created by such instructions, and the Provider shall in all respects function as an independent contractor.

SECTION 3. COMPENSATION

- A. Amount to be Paid: The total amount billed by Provider for the Services called for in this Agreement shall not exceed the amount set forth in Section 1A of this Agreement, or as may be set forth in any Schedule of Fees which may be attached hereto and incorporated herein as Appendix B, or any written amendment hereof.
- B. Invoices and Payment: The Provider shall submit invoices in an approved format to the School District for fees earned and approved compensable costs, if any, incurred in performing this Agreement. The School District shall pay the amount billed within 45 days following approval of each invoice for payment.
- C. Records: The Provider shall maintain records showing actual time devoted to the performance of the work called for in this Agreement, and shall permit the authorized representative of the School District to inspect and audit all data and records of the Provider for work done under this Agreement. The records shall be made available to the School District at reasonable times during the Agreement period and for three years following termination of the Agreement.
- E. Taxes, Benefits and Royalties: The Provider shall be responsible for any and all federal, state and local taxes, of any kind, applicable to the services provided, and any taxes, contributions, premiums for unemployment insurance and FICA arising from the services provided. Furthermore, the Provider shall be responsible for fees related to the use of any patented, copyrighted or trademarked material, equipment, tool, supplies, devices, processes or inventions used in the provision of services to the School District. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty or fees is hereby waived and released by Provider.

SECTION 4. PERSONNEL: SUBCONTRACTORS

- A. Personnel: This Agreement is for the personal services of the Provider named in Section IA (Steven Meyer). The School District intends and expects that the Services called for by this Agreement shall be provided by Mr. Meyers and that no substitution of other individuals will occur without the expressed written agreement of the School District.
- B. Availability: Provider warrants that he is personally available and qualified to perform the Services called for in this Agreement as required by the staffing schedule.
- C. Subcontractors: The Provider shall personally perform the services required. No subcontractors shall be called upon to perform any part of the work without express written approval of the School District. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by the Provider. The term "Provider" shall include any authorized subcontractor and every subcontract shall be deemed to include a provision binding the subcontractor to all provisions of this Agreement.
- D. Removal of Personnel or Subcontractors: If in the assessment of the School District, the Provider or subcontractor(s) fails to perform the services in a manner satisfactory to the School District based on the performance requirements identified in Appendix A, the School District Contract Administrator will provide written notification to the Provider regarding the unsatisfactory performance. Upon such notification, the Provider will assess the allegation(s) and discuss it with the Contract Administrator in an effort to achieve resolution of the unsatisfactory performance. If the allegation is founded and a satisfactory resolution to the complaint is unable to be agreed upon by both parties, the School District may give notice of an immediate end to the relationship with the Provider. If any of the Provider's personnel or subcontractors fails to perform the Services in a manner satisfactory to the School District, the Provider shall, upon notice, immediately remove and replace such personnel or subcontractor. If Provider fails to so remove or replace, the School District may bar any such person from access to any School District property or facility and cause replacement with a person or subcontractor of its own choosing, at Provider's expense. The Provider shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for any delay of the work as a result of any such removal or replacement.
- E. Background Check and Medical Examination: By the execution of this Agreement, the Provider warrants that the Provider and any of the Provider's personnel or subcontractors who will or may enter upon School District grounds or facilities, or come into contact with students or School District employees, shall have undergone a criminal background investigation and shall have been determined not to have committed any offense described in 105 ILCS 5/10-21.9(c). Further, Provider warrants that any such personnel or subcontractors shall have submitted to a physical examination and have been determined to be free of any communicable disease, including hepatitis and tuberculosis.

SECTION 5. CONFIDENTIAL INFORMATION

- A. Confidential Information: The term "Confidential Information" shall mean information in the possession or under the control of the School District relating to the technical, business or corporate affairs of the School District; student records; School District property; and user information, including without limitation, any information pertaining to usage of the School District's computer system, including without limitation, any information obtained from server logs or other records of electronic or machine readable form during the terms and conditions of this Agreement. School District Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Provider from a source other than the School District prior to the time of disclosure of that information to the Provider under this Agreement ("Time of Disclosure"); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Provider or the School District; or (iv) to have been supplied to the Provider after the Time of Disclosure without restriction by a third party who is under no obligation to the School District to maintain such information in confidence.
- B. No Disclosure of Confidential Information by the Provider: The Provider acknowledges that he may, in performing the services for the School District under this Agreement, have access to or be directly or indirectly exposed to confidential information. The Provider shall hold confidential all confidential information and shall not disclose or use such confidential Information without express prior written consent of the School District. The Provider shall use reasonable measures at least as strict as those the Provider uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and independent contractors of the Provider to execute a nondisclosure agreement before obtaining access to confidential information belonging to the School District.
- C. Proprietary Information of Provider: The School District agrees that it will not disclose any proprietary information of the Provider which it may acquire during the term of this Agreement, to any person or entity other than as may be necessary to the performance or administration of the Agreement or as required by law, provided that such information has been expressly identified by the Provider as proprietary information.

SECTION 6. WARRANTY, INDEMNIFICATION AND INSURANCE

- A. Warranty of Services: The Provider warrants that the Services shall be performed in accordance with the current industry standards of professional practice, care, and diligence practiced by recognized firms and individuals in the performance of Services of a similar nature in existence at the time of performance. The Warranty expressed shall be in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the School District.

- B. Indemnification: The Provider shall indemnify, save harmless, and defend the School District, and its officials, employees, agents, and attorneys against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, (collectively, "Claims") that may arise, or be alleged to have arisen, out of or in connection with the Provider's performance of, or failure to perform, the services or any part thereof, or any failure to meet the representations and warranties set forth in this Agreement.
- C. Insurance: Provider shall, during the term of this Agreement, maintain in effect insurance policies for general comprehensive liability, automobile liability, and professional liability, Contemporaneous with the Provider's execution of this Agreement, the Provider shall provide certificates and policies of insurance, all with coverages and limits acceptable to the School District, and evidencing minimum insurance coverages and limits of not less than \$1 million/\$3 million for GCL and professional liability and \$100,000/\$300,000 for automobile liability, or as set forth in Appendix C to this Agreement. GCL, auto and professional policies shall provide coverage for "occurrences" during the term of the policy and not for "claims made." All such policies shall name the School District, its officers, trustees, employees, and volunteers as additional insureds. For good cause shown, the School District may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the School District may impose in the exercise of its sole discretion. Such certificates and policies shall be with a company acceptable to the School District and from companies with a general rating of A, and a financial size category of Class V or better as listed in Best's Insurance Guide. Such insurance policies shall provide that no material change in or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the School District. The Provider shall, at all times during the term of this Agreement, maintain and keep in force, at the Provider's expense, the insurance coverages provided above.
- D. No Personal Liability: No elected or appointed official or employee of the School District shall be personally liable, in law or in contract, to the Provider as the result of the execution, of this Agreement.

SECTION 7. GENERAL PROVISIONS

- A. Relationship of the Parties: The Provider shall act as an independent contractor in providing and performing the required services. Nothing in, nor done pursuant to this Agreement shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the School District and Provider; or (ii) to create any relationship between the School District and any subcontractor of the Provider.
- B. Conflict of Interest: The Provider represents and certifies that, (i) to the best of the Provider's knowledge, no School District employee or agent is interested in the business of the Provider or this Agreement; (ii) as of the date of this Agreement neither the Provider nor any person employed or associated with the Provider has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (iii) neither the Provider nor any person employed by or associated with the Provider shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

- C. No Collusion: The Provider represents and certifies that the Provider is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Provider is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq., 65 ILCS 5/1142.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 et seq. The Provider represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the School District prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Provider has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Provider shall be liable to the School District for all loss or damage that the School District may suffer, and this Agreement shall, at the School District's option, be null and void.
- D. Sexual Harassment Policy: The Provider certifies that he will be in complete compliance with the School Code of Illinois Sexual Harassment rules and regulations as described in Section 775 ILCS 5/2-105(A)(4) of the School Code.
- E. Termination: Notwithstanding any other provision hereof, the School District or the Provider may terminate this Agreement at any time with 30 days written notice. In the event that this Agreement is so terminated, the Provider shall be paid for services actually performed and approved reimbursable expenses actually incurred, if any, prior to termination, on the basis of the rates set forth in this Agreement. Any unearned portion of any payment shall be returned to the School District within 30 days.
- F. Term: The term of this Agreement, unless terminated pursuant to the terms of this Agreement, shall be the beginning and ending of the school year or as otherwise agreed upon. At the conclusion of this Agreement services of the Provider must be completed or completed at some other date as may mutually be agreed upon. A determination of completion shall not constitute a waiver of any rights or claims, which the School District may have or thereafter acquire with respect to any breach thereof by the Provider.
- G. Default: If it should appear at any time that the Provider has failed or refused to execute, or has delayed in the execution of the services of this Agreement at a rate that assures completion of the services in a timely manner, or has otherwise failed or refused to satisfy the service expectations of this Agreement and fails to take corrective action (Event of Default) within ten business days after the Provider has received written notice of such Event of Default from the School District, then the School District shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:
1. Cures by Provider. The School District may require the Provider, within a reasonable time period to complete or correct all or any part of the services that are the subject of the Event of Default and to take any or all other action necessary to bring the Provider and the Services into compliance with this Agreement.

2. Termination of Agreement by School District. The School District may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement with the submission of a 30-day written notice of termination to the Provider.
 3. Withholding of Payment by School District. The School District may withhold from any payment, whether or not previously approved, or may recover from the Provider, any and all costs, including attorneys' fees and administrative expenses, incurred by the School District as the result of any Event of Default by the Provider or as a result of actions taken by the School District in response to any Event of Default by the Provider.
- I. No Additional Obligation: The Parties acknowledge and agree that the School District is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Provider, or with any vendor solicited or recommended by the Provider.
 - J. Agreements with Vendors: Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Provider to vendors shall be subject to the approval of the School Board. The School District shall not be liable to any vendor or other third party for any agreements made by the Provider purportedly on behalf of the School District, without the knowledge and approval of the School District.
 - K. Mutual Cooperation: The School District agrees to cooperate with the Provider in the performance of the services required under this Agreement, including meeting with the Provider and providing the Provider with such confidential and non-confidential information that the School District may have that may be relevant and helpful to the Provider in the performance of the services. The Provider agrees to cooperate with the School District in the performance of and the completion of the services.
 - L. News Releases: The Provider shall not issue any news releases or other public statements regarding services performed under this Agreement without prior approval from the School District.
 - M. Ownership: Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, and any other documents, data, or information, in any form, prepared, collected, or received by the Provider in connection with any or all of the services to be performed under this Agreement ("Documents") shall be and remain the exclusive property of the School District. At the School District's request, or upon termination of this Agreement, the Provider shall cause the Documents to be promptly delivered to the School District.

SECTION 8. GENERAL PROVISIONS.

- A. Amendment. No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
- B. Assignment. This Agreement may not be assigned by the School District or by the Provider without the prior written consent of the other party.
- C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.
- D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt, (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit, or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the School District shall be addressed to, and delivered at, the following address to:

Linda Cada, Director of Special Education
Contract Administrator
Oak Park and River Forest
High School District
201 N. Scoville
Oak Park, IL 60302 2296
Phone: 708 – 434 - 3106
Fax: 708-434-3921
E-mail: lcada____@oprfrhs.org

Notices and communications to the Provider shall be addressed to, and delivered at, the following address:

Steven Meyer
715 Lake Street
Oak Park, IL 60302
Phone 708 – 848 – 5599

- E. Third Party Beneficiary: No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Provider shall be made or be valid against the School District.
- F. Provisions Severable: If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- G. Time: Time is of the essence in the performance of this Agreement.
- H. Governing Law: This Agreement shall be interpreted according to the internal laws, but not in conflict of laws, rules or regulations of the State of Illinois.
- I. Entire Agreement: This Agreement constitutes the entire agreement between the parties and supercedes any and all previous or contemporaneous oral or written agreements and negotiations between the School District and the Provider with respect to the Services.
- J. Waiver: No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.
- K. Appendixes: Appendixes A, B and C, if attached hereto, are incorporated in and made a part of this Agreement. In the event of a conflict between the Appendix and the text of this Agreement, the text of the Agreement shall control.
- L. Rights Cumulative: Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies and benefits allowed by law.
- M. Counterparts. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

EXECUTED this 25th day of September 2008.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200

By _____
Cheryl Witham, Chief Financial Officer

Date _____

By _____
Linda Cada, Director of Special Education/
Contract Administrator

Date _____

By _____
Steven Meyer, Service Provider

Date _____

APPENDIX A
Description of Work

The Provider is responsible for providing the School District with identified student case studies and re-evaluations as prescribed by the Special Education Division in keeping with the laws of the School Code of Illinois. The Provider is also responsible for completing Medicaid Fee for Service documents that assist the School District in obtaining reimbursement as prescribed by federal and state regulations. As available, the Provider will participate in student staffings for whom case studies and/or re-evaluations have been completed as appropriate or as requested by the School District and conduct classroom observations as required by special education regulations. Such services will be provided during the school term, which is the period August 21, 2007 – June 6, 2008.

1. QUALIFICATIONS. The Provider shall be a professional with prior experience in social work, possess a master's degree in social work and be a licensed clinical social worker in the State of Illinois. The Provider is expected to conduct himself with the highest degree of ethical and professional standards.
2. SUPERVISION: The Provider is considered to be an independent worker with the freedom to establish a schedule for completing the required work in a manner that satisfies the regulatory requirements of the School District. The School District shall designate a certified School District administrator, the Director of Special Education, as the contact person for the Provider. Questions related to the required work shall be directed to the Director of Special Education.
3. DUTIES: It is hereby agreed and understood that the Provider will perform the following duties:
 - (A) Conduct case study evaluations and re-evaluations for designated students.
 - (B) Participate in designated student staffings.
 - (C) Observe designated students in mainstream classroom settings.
 - (D) Complete evaluation and re-evaluation reports and other required documents in a timely manner.
 - (E) Communicate regularly with the Director of Special Education.
4. HOURS: There are no required hours under the terms of this Agreement. However, the Provider must have sufficient flexibility so as to assist the School District in meeting the requirements of Special Education regulations. The Provider must be available during the school term, August 21, 2007 – June 6, 2008.
5. EQUIPMENT AND SUPPLIES. Equipment and supplies and any other necessary materials to carry out the duties shall be provided as mutually agreed upon between the School District and the Provider.
6. SECRETARIAL SERVICES. The School District shall not provide secretarial services to the Provider. However, the School District will make available appropriate office workspace.
7. EXCLUSIVE SERVICES. There is no exclusive right to service between the School District and the Provider.
8. REFERRAL FOR SERVICE. The Provider is prohibited from referring School District students to the private practice of the Provider or the private practice of other service providers used by the School District.
9. ACCESS TO RECORDS. In accordance with all applicable federal laws and regulations, the School District agrees to give the Provider access to records necessary to facilitate the required work. All needed student records and release of information forms shall remain the property of the School District and shall be held in the strictest confidence.

APPENDIX B

Compensation

1. The School District shall pay to the Provider compensation based on the type of service rendered. Service rates are provided below:

A. Initial Social Histories	\$400.00
B. Re-Evaluations	\$350.00
C. Student Staffings beyond the first hour	\$55.00 per hour
D. Classroom Observations	\$27.50 per occurrence

2. Mileage and expenses incurred for travel related to the completion of services required by the terms of this contract will reimburse at the prevailing Internal Revenue Service rate for mileage and for actual expenses incurred. The distance from the School District to the site of the necessary services shall be used in determining the amount of reimbursement.

**OAK PARK AND RIVER FOREST
HIGH SCHOOL DISTRICT No. 200**

Professional Services Contract

This Agreement is made by and between Oak Park and River Forest High School District 200, an Illinois unit of local government ("School District") and the professional Service provider ("Provider") named below, on the date hereinafter set forth.

In consideration of the recitals and the mutual covenants set forth in the Agreement, the parties agree as follows:

SECTION 1. RECITALS

- A. Provider Retained: The School District desires to obtain the Services of the Provider identified below to provide the Services and perform the work described below for the fee hereinafter set forth:

Service Provider: Jeanne McCoy

Contact Person: Linda Cada

Address: 805 S. Humphrey Oak Park, IL 60304

Telephone: 708 – 386 – 7489

Email: _____

Fax: _____

Brief Description
of Services: For identified students the Provider is to provide the School District with physical therapy services and evaluations as prescribed by the Special Education Division in keeping with the laws of the School Code of Illinois. As available, the Provider will participate in student staffings and student classroom observations as appropriate or as requested by the School District.

Time Period of Work: August 25, 2008 – June 12, 2009

Fee/Rate: \$65.00 per hour for PT services.

Contract Administrator: Linda Cada, Director of Special Education

- B. Representations by Provider: The Provider represents that she is qualified to provide the Services called for in this Agreement, and has the required education, training, skills, licenses and certifications necessary to perform the work.
- C. School District Authority: The School District represents that it has the authority to enter into this Agreement, that funds have been appropriated to pay for the work to be performed and that the person executing this Agreement is authorized to perform the designated work.

SECTION 2: SCOPE OF SERVICES

- A. Retention of the Service Provider: The School District retains the Provider to perform, and the Provider agrees to perform, the work described in Appendix A hereto ("Services"), subject to the terms and conditions of this Agreement.
- B. Commencement: The Provider shall commence the work upon receipt of written notice from the School District that this Agreement has been fully executed by the parties, and shall diligently and continuously provide the Services called for until completion of the work, or until termination of this Agreement by the School District, and in no event later than June 30, 2009.
- C. Direction: The Provider shall receive and follow instructions regarding the work from the Director of Special Education (Contract Administrator)"; provided, however, that no employment relationship shall be created by such instructions, and the Provider shall in all respects function as an independent contractor.

SECTION 3. COMPENSATION

- A. Amount to be Paid: The total amount billed by Provider for the Services called for in this Agreement shall not exceed the amount set forth in Section 1A of this Agreement, or as may be set forth in any Schedule of Fees which may be attached hereto and incorporated herein as Appendix B, or any written amendment hereof.
- B. Invoices and Payment: The Provider shall submit invoices in an approved format to the School District for fees earned and approved compensable costs, if any, incurred in performing this Agreement. The School District shall pay the amount billed within 45 days following approval of each invoice for payment.
- C. Records: The Provider shall maintain records showing actual time devoted to the performance of the work called for in this Agreement, and shall permit the authorized representative of the School District to inspect and audit all data and records of the Provider for work done under this Agreement. The records shall be made available to the School District at reasonable times during the Agreement period and for three years following termination of the Agreement.
- E. Taxes, Benefits and Royalties: The Provider shall be responsible for any and all federal, state and local taxes, of any kind, applicable to the services provided, and any taxes, contributions, premiums for unemployment insurance and FICA arising from the services provided. Furthermore, the Provider shall be responsible for fees related to provider purchases of any patented, copyrighted or trademarked material, equipment, tool, supplies, devices, processes or inventions used in the provision of services to the School District. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty or fees is hereby waived and released by Provider.

SECTION 4. PERSONNEL: SUBCONTRACTORS

- A. Personnel: This Agreement is for the personal services of the Provider named in Section IA (Jeanne McCoy). The School District intends and expects that the Services called for by this Agreement shall be provided by Mrs. McCoy and that no substitution of other individuals will occur without the expressed written agreement of the School District.
- B. Availability: Provider warrants that she is personally available and qualified to perform the Services called for in this Agreement as required by the staffing schedule.
- C. Subcontractors: The Provider shall personally perform the services required. No subcontractors shall be called upon to perform any part of the work without express written approval of the School District. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by the Provider. The term "Provider" shall include any authorized subcontractor and every subcontract shall be deemed to include a provision binding the subcontractor to all provisions of this Agreement.
- D. Removal of Personnel or Subcontractors: If in the assessment of the School District, the Provider or subcontractor(s) fails to perform the services in a manner satisfactory to the School District based on the performance requirements identified in Appendix A, the School District Contract Administrator will provide written notification to the Provider regarding the unsatisfactory performance. Upon such notification, the Provider will assess the allegation(s) and discuss it with the Contract Administrator in an effort to achieve resolution of the unsatisfactory performance. If the allegation is founded and a satisfactory resolution to the complaint is unable to be agreed upon by both parties, the School District may give notice of an immediate end to the relationship with the Provider. If any of the Provider's personnel or subcontractors fails to perform the Services in a manner satisfactory to the School District, the Provider shall, upon notice, immediately remove and replace such personnel or subcontractor. If Provider fails to so remove or replace, the School District may bar any such person from access to any School District property or facility and cause replacement with a person or subcontractor of its own choosing, at Provider's expense. The Provider shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for any delay of the work as a result of any such removal or replacement.
- E. Background Check and Medical Examination: By the execution of this Agreement, the Provider warrants that the Provider and any of the Provider's personnel or subcontractors who will or may enter upon School District grounds or facilities, or come into contact with students or School District employees, shall have undergone a criminal background investigation and shall have been determined not to have committed any offense described in 105 ILCS 5/10-21.9(c). Further, Provider warrants that any such personnel or subcontractors shall have submitted to a physical examination and have been determined to be free of any communicable disease, including hepatitis and tuberculosis.

SECTION 5. CONFIDENTIAL INFORMATION

- A. Confidential Information: The term "Confidential Information" shall mean information in the possession or under the control of the School District relating to the technical, business or corporate affairs of the School District; student records; School District property; and user information, including without limitation, any information pertaining to usage of the School District's computer system, including without limitation, any information obtained from server logs or other records of electronic or machine readable form during the terms and conditions of this Agreement. School District Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Provider from a source other than the School District prior to the time of disclosure of that information to the Provider under this Agreement ("Time of Disclosure"); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Provider or the School District; or (iv) to have been supplied to the Provider after the Time of Disclosure without restriction by a third party who is under no obligation to the School District to maintain such information in confidence.
- B. No Disclosure of Confidential Information by the Provider: The Provider acknowledges that she may, in performing the services for the School District under this Agreement, have access to or be directly or indirectly exposed to confidential information. The Provider shall hold confidential all confidential information and shall not disclose or use such confidential Information without express prior written consent of the School District. The Provider shall use reasonable measures at least as strict as those the Provider uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and independent contractors of the Provider to execute a nondisclosure agreement before obtaining access to confidential information belonging to the School District..
- C. Proprietary Information of Provider: The School District agrees that it will not disclose any proprietary information of the Provider which it may acquire during the term of this Agreement, to any person or entity other than as may be necessary to the performance or administration of the Agreement or as required by law, provided that such information has been expressly identified by the Provider as proprietary information.

SECTION 6. WARRANTY, INDEMNIFICATION AND INSURANCE

- A. Warranty of Services: The Provider warrants that the Services shall be performed in accordance with the current industry standards of professional practice, care, and diligence practiced by recognized firms and individuals in the performance of Services of a similar nature in existence at the time of performance. The Warranty expressed shall be in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the School District.

- B. Indemnification: The Provider shall indemnify, save harmless, and defend the School District, and its officials, employees, agents, and attorneys against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, (collectively, "Claims") that may arise, or be alleged to have arisen, out of or in connection with the Provider's performance of, or failure to perform, the services or any part thereof, or any failure to meet the representations and warranties set forth in this Agreement.
- C. Insurance: Provider shall, during the term of this Agreement, maintain in effect an insurance policy for professional liability. Contemporaneous with the Provider's execution of this Agreement, the Provider shall provide a certificate of insurance, with coverages and limits acceptable to the School District. The certificate of insurance shall evidence minimum insurance coverages and limits of not less than \$1 million/\$3 million for professional liability. The professional policy shall provide coverage for "occurrences" during the term of the policy and not for "claims made." For good cause shown, the School District may extend the time for submission of the required policy of insurance upon such terms, and with such assurances of complete and prompt performance, as the School District may impose in the exercise of its sole discretion. The certificate of insurance shall be with a company acceptable to the School District and from companies with a general rating of A, and a financial size category of Class V or better as listed in Best's Insurance Guide. The insurance policy shall provide that no material change in or cancellation of the insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the School District. The Provider shall, at all times during the term of this Agreement, maintain and keep in force, at the Provider's expense, the insurance coverages provided above.
- D. No Personal Liability: No elected or appointed official or employee of the School District shall be personally liable, in law or in contract, to the Provider as the result of the execution, of this Agreement.

SECTION 7. GENERAL PROVISIONS

- A. Relationship of the Parties: The Provider shall act as an independent contractor in providing and performing the required services. Nothing in, nor done pursuant to this Agreement shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the School District and Provider; or (ii) to create any relationship between the School District and any subcontractor of the Provider.
- B. Conflict of Interest: The Provider represents and certifies that, (i) to the best of the Provider's knowledge, no School District employee or agent is interested in the business of the Provider or this Agreement; (ii) as of the date of this Agreement neither the Provider nor any person employed or associated with the Provider has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (iii) neither the Provider nor any person employed by or associated with the Provider shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.
- C. No Collusion: The Provider represents and certifies that the Provider is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Provider is contesting, in accordance with the procedures established by the appropriate revenue act,

its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq., 65 ILCS 5/1142.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 et seq. The Provider represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the School District prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Provider has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Provider shall be liable to the School District for all loss or damage that the School District may suffer, and this Agreement shall, at the School District's option, be null and void.

- D. Sexual Harassment Policy: The Provider certifies that she will be in complete compliance with the School Code of Illinois Sexual Harassment rules and regulations as described in Section 775 ILCS 5/2-105(A)(4) of the School Code.
- E. Termination: Notwithstanding any other provision hereof, the School District or the Provider may terminate this Agreement at any time with 30 days written notice. In the event that this Agreement is so terminated, the Provider shall be paid for services actually performed and approved reimbursable expenses actually incurred, if any, prior to termination, on the basis of the rates set forth in this Agreement. Any unearned portion of any payment shall be returned to the School District within 30 days.
- F. Term: The term of this Agreement, unless terminated pursuant to the terms of this Agreement, shall be the beginning and ending of the school year or as otherwise agreed upon. At the conclusion of this Agreement services of the Provider must be completed or completed at some other date as may mutually be agreed upon. A determination of completion shall not constitute a waiver of any rights or claims, which the School District may have or thereafter acquire with respect to any breach thereof by the Provider.
- G. Default: If it should appear at any time that the Provider, without sufficient cause, has failed or refused to execute, or has delayed in the execution of the services of this Agreement at a rate that assures completion of the services in a timely manner, or has otherwise failed or refused to satisfy the service expectations of this Agreement and fails to take corrective action (Event of Default) within ten business days after the Provider has received written notice of such Event of Default from the School District, then the School District shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:
 - 1. Cures by Provider. The School District may require the Provider, within a reasonable time period to complete or correct all or any part of the services that are the subject of the Event of Default and to take any or all other action necessary to bring the Provider and the Services into compliance with this Agreement.
 - 2. Termination of Agreement by School District. The School District may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement with the submission of a 30-day written notice of termination to the Provider.

3. Withholding of Payment by School District. The School District may withhold from any payment, whether or not previously approved, or may recover from the Provider, any and all costs, including attorneys' fees and administrative expenses, incurred by the School District as the result of any Event of Default by the Provider or as a result of actions taken by the School District in response to any Event of Default by the Provider.
- I. No Additional Obligation: The Parties acknowledge and agree that the School District is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Provider, or with any vendor solicited or recommended by the Provider.
- J. Agreements with Vendors: Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Provider to vendors shall be subject to the approval of the School Board. The School District shall not be liable to any vendor or other third party for any agreements made by the Provider purportedly on behalf of the School District, without the knowledge and approval of the School District.
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- C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.
- D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt, (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit, or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

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High School District
201 N. Scoville
Oak Park, IL 60302 2296
Phone: 708 – 434 - 3106
Fax: 708-434-3921
E-mail: lcada____@oprfrhs.org

Notices and communications to the Provider shall be addressed to, and delivered at, the following address:

Jeanne McCoy
805 South Humphrey Avenue
Oak Park, IL 60304
Phone 708 - 386- 7489

- E. Third Party Beneficiary: No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Provider shall be made or be valid against the School District.
- F. Provisions Severable: If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- G. Time: Time is of the essence in the performance of this Agreement.
- H. Governing Law: This Agreement shall be interpreted according to the internal laws, but not in conflict of laws, rules or regulations of the State of Illinois.
- I. Entire Agreement: This Agreement constitutes the entire agreement between the parties and supercedes any and all previous or contemporaneous oral or written agreements and negotiations between the School District and the Provider with respect to the Services.
- J. Waiver: No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.
- K. Appendixes: Appendixes A, B and C, if attached hereto, are incorporated in and made a part of this Agreement. In the event of a conflict between the Appendix and the text of this Agreement, the text of the Agreement shall control.
- L. Rights Cumulative: Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies and benefits allowed by law.
- M. Counterparts. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

EXECUTED this 25th day of September 2008.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200

By _____
Cheryl Witham, Chief Financial Officer

Date _____

By _____
Linda Cada, Director of Special Education/
Contract Administrator

Date _____

By _____
Jeanne McCoy, Service Provider

Date _____

APPENDIX A
Description of Work

The Provider is responsible for providing the School District with physical therapy services for identified students as determined by the Special Education Division in keeping with the laws of the School Code of Illinois. The Provider is also responsible for completing Medicaid Fee for Service documents that assist the School District in obtaining reimbursement as prescribed by federal and state regulations. As available, the Provider will participate in student staffings for whom physical therapy services have been provided as appropriate or as requested by the School District and conduct classroom observations as required by special education regulations. Such services will be provided during the school term, which is the period August 21, 2007 – June 6, 2008.

1. QUALIFICATIONS. The Provider shall be a professional with prior experience in physical therapy, possess an advanced degree in the profession of physical therapy or a related profession and be a licensed physical therapist in the State of Illinois. The Provider is expected to conduct herself with the highest degree of ethical and professional standards.
2. SUPERVISION: The Provider is considered to be an independent worker with the freedom to establish a schedule for completing the required work in a manner that satisfies the regulatory requirements of the School District. The School District shall designate a certified School District administrator, the Director of Special Education, as the contact person for the Provider. Questions related to the required work shall be directed to the Director of Special Education.
3. DUTIES: It is hereby agreed and understood that the Provider will perform the following duties:
 - (A) Provide prescribed physical therapy services for designated students.
 - (B) Participate in designated student staffings.
 - (C) Observe designated students in mainstream classroom settings.
 - (D) Provide written reports and other required documents in a timely manner.
 - (E) Communicate regularly with the Director of Special Education or designee.
4. HOURS: There are no required hours under the terms of this Agreement. However, the Provider must have sufficient flexibility so as to assist the School District in meeting the requirements of Special Education regulations. The Provider must be available during the school term, August 25, 2008 – June 12, 2009.
5. EQUIPMENT AND SUPPLIES. Equipment and supplies and any other necessary materials to carry out the duties shall be provided as mutually agreed upon between the School District and the Provider.
6. SECRETARIAL SERVICES. The School District shall not provide secretarial services to the Provider. However, the School District will make available appropriate office workspace.

7. EXCLUSIVE SERVICES. There is no exclusive right to service between the School District and the Provider.
8. REFERRAL FOR SERVICE. The Provider is prohibited from referring School District students to the private practice of the Provider or the private practice of other service providers used by the School District.
9. ACCESS TO RECORDS. In accordance with all applicable federal laws and regulations, the School District agrees to give the Provider access to records necessary to facilitate the required work. All needed student records and release of information forms shall remain the property of the School District and shall be held in the strictest confidence.

APPENDIX B

Compensation

1. The School District shall pay to the Provider compensation based on the type of service rendered. Service rates are provided below:
 - Physical Therapy services \$65.00 per hour
2. Mileage and expenses incurred for travel related to the completion of services required by the terms of this contract will reimburse at the prevailing Internal Revenue Service rate for mileage and for actual expenses incurred. The distance from the School District to the site of the necessary services shall be used in determining the amount of reimbursement.

**OAK PARK AND RIVER FOREST
HIGH SCHOOL DISTRICT No. 200**

Professional Services Contract

This Agreement is made by and between Oak Park and River Forest High School District 200, an Illinois unit of local government ("School District") and the professional Service provider ("Provider") named below, on the date hereinafter set forth.

In consideration of the recitals and the mutual covenants set forth in the Agreement, the parties agree as follows:

SECTION 1. RECITALS

- A. Provider Retained: The School District desires to obtain the Services of the Provider identified below to provide the Services and perform the work described below for the fee hereinafter set forth:

Service Provider: Lisa Vincent

Contact Person: Linda Cada

Address: 805 S. Highland Oak Park, IL 60304

Telephone: 708 – 763 – 8734

Email: _____

Fax: _____

Brief Description
of Services: For identified students the Provider is to provide the School District with occupational therapy services and evaluations as prescribed by the Special Education Division in keeping with the laws of the School Code of Illinois. As available, the Provider will participate in student staffings and student classroom observations as appropriate or as requested by the School District.

Time Period of Work: August 25, 2008 – June 12, 2009

Fee/Rate: \$72.00 per hour for OT services.

Contract Administrator: Linda Cada, Director of Special Education

- B. Representations by Provider: The Provider represents that she is qualified to provide the Services called for in this Agreement, and has the required education, training, skills, equipment, licenses and certifications necessary to perform the work.
- C. School District Authority: The School District represents that it has the authority to enter into this Agreement, that funds have been appropriated to pay for the work to be performed and that the person executing this Agreement is authorized to perform the designated work.

SECTION 2: SCOPE OF SERVICES

- A. Retention of the Service Provider: The School District retains the Provider to perform, and the Provider agrees to perform, the work described in Appendix A hereto ("Services"), subject to the terms and conditions of this Agreement.
- B. Commencement: The Provider shall commence the work upon receipt of written notice from the School District that this Agreement has been fully executed by the parties, and shall diligently and continuously provide the Services called for until completion of the work, or until termination of this Agreement by the School District, and in no event later than June 30, 2008.
- C. Direction: The Provider shall receive and follow instructions regarding the work from the Director of Special Education (Contract Administrator); provided, however, that no employment relationship shall be created by such instructions, and the Provider shall in all respects function as an independent contractor.

SECTION 3. COMPENSATION

- A. Amount to be Paid: The total amount billed by Provider for the Services called for in this Agreement shall not exceed the amount set forth in Section 1A of this Agreement, or as may be set forth in any Schedule of Fees which may be attached hereto and incorporated herein as Appendix B, or any written amendment hereof.
- B. Invoices and Payment: The Provider shall submit invoices in an approved format to the School District for fees earned and approved compensable costs, if any, incurred in performing this Agreement. The School District shall pay the amount billed within 45 days following approval of each invoice for payment.
- C. Records: The Provider shall maintain records showing actual time devoted to the performance of the work called for in this Agreement, and shall permit the authorized representative of the School District to inspect and audit all data and records of the Provider for work done under this Agreement. The records shall be made available to the School District at reasonable times during the Agreement period and for three years following termination of the Agreement.
- E. Taxes, Benefits and Royalties: The Provider shall be responsible for any and all federal, state and local taxes, of any kind, applicable to the services provided, and any taxes, contributions, premiums for unemployment insurance and FICA arising from the services provided. Furthermore, the Provider shall be responsible for fees related to the use of any patented, copyrighted or trademarked material, equipment, tool, supplies, devices, processes or inventions used in the provision of services to the School District. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty or fees is hereby waived and released by Provider.

SECTION 4. PERSONNEL: SUBCONTRACTORS

- A. Personnel: This Agreement is for the personal services of the Provider named in Section IA (Lisa Vincent). The School District intends and expects that the Services called for by this Agreement shall be provided by Ms. Vincent and that no substitution of other individuals will occur without the expressed written agreement of the School District.
- B. Availability: Provider warrants that she is personally available and qualified to perform the Services called for in this Agreement as required by the staffing schedule.
- C. Subcontractors: The Provider shall personally perform the services required. No subcontractors shall be called upon to perform any part of the work without express written approval of the School District. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by the Provider. The term "Provider" shall include any authorized subcontractor and every subcontract shall be deemed to include a provision binding the subcontractor to all provisions of this Agreement.
- D. Removal of Personnel or Subcontractors: If in the assessment of the School District, the Provider or subcontractor(s) fails to perform the services in a manner satisfactory to the School District based on the performance requirements identified in Appendix A, the School District Contract Administrator will provide written notification to the Provider regarding the unsatisfactory performance. Upon such notification, the Provider will assess the allegation(s) and discuss it with the Contract Administrator in an effort to achieve resolution of the unsatisfactory performance. If the allegation is founded and a satisfactory resolution to the complaint is unable to be agreed upon by both parties, the School District may give notice of an immediate end to the relationship with the Provider. If any of the Provider's personnel or subcontractors fails to perform the Services in a manner satisfactory to the School District, the Provider shall, upon notice, immediately remove and replace such personnel or subcontractor. If Provider fails to so remove or replace, the School District may bar any such person from access to any School District property or facility and cause replacement with a person or subcontractor of its own choosing, at Provider's expense. The Provider shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for any delay of the work as a result of any such removal or replacement.
- E. Background Check and Medical Examination: By the execution of this Agreement, the Provider warrants that the Provider and any of the Provider's personnel or subcontractors who will or may enter upon School District grounds or facilities, or come into contact with students or School District employees, shall have undergone a criminal background investigation and shall have been determined not to have committed any offense described in 105 ILCS 5/10-21.9(c). Further, Provider warrants that any such personnel or subcontractors shall have submitted to a physical examination and have been determined to be free of any communicable disease, including hepatitis and tuberculosis.

SECTION 5. CONFIDENTIAL INFORMATION

- A. Confidential Information: The term "Confidential Information" shall mean information in the possession or under the control of the School District relating to the technical, business or corporate affairs of the School District; student records; School District property; and user information, including without limitation, any information pertaining to usage of the School District's computer system, including without limitation, any information obtained from server logs or other records of electronic or machine readable form during the terms and conditions of this Agreement. School District Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Provider from a source other than the School District prior to the time of disclosure of that information to the Provider under this Agreement ("Time of Disclosure"); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Provider or the School District; or (iv) to have been supplied to the Provider after the Time of Disclosure without restriction by a third party who is under no obligation to the School District to maintain such information in confidence.
- B. No Disclosure of Confidential Information by the Provider: The Provider acknowledges that he may, in performing the services for the School District under this Agreement, have access to or be directly or indirectly exposed to confidential information. The Provider shall hold confidential all confidential information and shall not disclose or use such confidential Information without express prior written consent of the School District. The Provider shall use reasonable measures at least as strict as those the Provider uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and independent contractors of the Provider to execute a nondisclosure agreement before obtaining access to confidential information belonging to the School District..
- C. Proprietary Information of Provider: The School District agrees that it will not disclose any proprietary information of the Provider which it may acquire during the term of this Agreement, to any person or entity other than as may be necessary to the performance or administration of the Agreement or as required by law, provided that such information has been expressly identified by the Provider as proprietary information.

SECTION 6. WARRANTY, INDEMNIFICATION AND INSURANCE

- A. Warranty of Services: The Provider warrants that the Services shall be performed in accordance with the current industry standards of professional practice, care, and diligence practiced by recognized firms and individuals in the performance of Services of a similar nature in existence at the time of performance. The Warranty expressed shall be in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the School District.

- B. Indemnification: The Provider shall indemnify, save harmless, and defend the School District, and its officials, employees, agents, and attorneys against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, (collectively, "Claims") that may arise, or be alleged to have arisen, out of or in connection with the Provider's performance of, or failure to perform, the services or any part thereof, or any failure to meet the representations and warranties set forth in this Agreement.
- C. Insurance: Provider shall, during the term of this Agreement, maintain in effect insurance policies for general comprehensive liability, automobile liability, and professional liability, Contemporaneous with the Provider's execution of this Agreement, the Provider shall provide certificates and policies of insurance, all with coverages and limits acceptable to the School District, and evidencing minimum insurance coverages and limits of not less than \$1 million/\$3 million for GCL and professional liability and \$100,000/\$300,000 for automobile liability, or as set forth in Appendix C to this Agreement. GCL, auto and professional policies shall provide coverage for "occurrences" during the term of the policy and not for "claims made." All such policies shall name the School District, its officers, trustees, employees, and volunteers as additional insureds. For good cause shown, the School District may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the School District may impose in the exercise of its sole discretion. Such certificates and policies shall be with a company acceptable to the School District and from companies with a general rating of A, and a financial size category of Class V or better as listed in Best's Insurance Guide. Such insurance policies shall provide that no material change in or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the School District. The Provider shall, at all times during the term of this Agreement, maintain and keep in force, at the Provider's expense, the insurance coverages provided above.
- D. No Personal Liability: No elected or appointed official or employee of the School District shall be personally liable, in law or in contract, to the Provider as the result of the execution, of this Agreement.

SECTION 7. GENERAL PROVISIONS

- A. Relationship of the Parties: The Provider shall act as an independent contractor in providing and performing the required services. Nothing in, nor done pursuant to this Agreement shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the School District and Provider; or (ii) to create any relationship between the School District and any subcontractor of the Provider.
- B. Conflict of Interest: The Provider represents and certifies that, (i) to the best of the Provider's knowledge, no School District employee or agent is interested in the business of the Provider or this Agreement; (ii) as of the date of this Agreement neither the Provider nor any person employed or associated with the Provider has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (iii) neither the Provider nor any person employed by or associated with the Provider shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

- C. No Collusion: The Provider represents and certifies that the Provider is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Provider is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq., 65 ILCS 5/1142.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 et seq. The Provider represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the School District prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Provider has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Provider shall be liable to the School District for all loss or damage that the School District may suffer, and this Agreement shall, at the School District's option, be null and void.
- D. Sexual Harassment Policy: The Provider certifies that she will be in complete compliance with the School Code of Illinois Sexual Harassment rules and regulations as described in Section 775 ILCS 5/2-105(A)(4) of the School Code.
- E. Termination: Notwithstanding any other provision hereof, the School District or the Provider may terminate this Agreement at any time with 30 days written notice. In the event that this Agreement is so terminated, the Provider shall be paid for services actually performed and approved reimbursable expenses actually incurred, if any, prior to termination, on the basis of the rates set forth in this Agreement. Any unearned portion of any payment shall be returned to the School District within 30 days.
- F. Term: The term of this Agreement, unless terminated pursuant to the terms of this Agreement, shall be the beginning and ending of the school year or as otherwise agreed upon. At the conclusion of this Agreement services of the Provider must be completed or completed at some other date as may mutually be agreed upon. A determination of completion shall not constitute a waiver of any rights or claims, which the School District may have or thereafter acquire with respect to any breach thereof by the Provider.
- G. Default: If it should appear at any time that the Provider has failed or refused to execute, or has delayed in the execution of the services of this Agreement at a rate that assures completion of the services in a timely manner, or has otherwise failed or refused to satisfy the service expectations of this Agreement and fails to take corrective action (Event of Default) within ten business days after the Provider has received written notice of such Event of Default from the School District, then the School District shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:
1. Cures by Provider. The School District may require the Provider, within a reasonable time period to complete or correct all or any part of the services that are the subject of the Event of Default and to take any or all other action necessary to bring the Provider and the Services into compliance with this Agreement.

2. Termination of Agreement by School District. The School District may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement with the submission of a 30-day written notice of termination to the Provider.
 3. Withholding of Payment by School District. The School District may withhold from any payment, whether or not previously approved, or may recover from the Provider, any and all costs, including attorneys' fees and administrative expenses, incurred by the School District as the result of any Event of Default by the Provider or as a result of actions taken by the School District in response to any Event of Default by the Provider.
- I. No Additional Obligation: The Parties acknowledge and agree that the School District is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Provider, or with any vendor solicited or recommended by the Provider.
- J. Agreements with Vendors: Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Provider to vendors shall be subject to the approval of the School Board. The School District shall not be liable to any vendor or other third party for any agreements made by the Provider purportedly on behalf of the School District, without the knowledge and approval of the School District.
- K. Mutual Cooperation: The School District agrees to cooperate with the Provider in the performance of the services required under this Agreement, including meeting with the Provider and providing the Provider with such confidential and non-confidential information that the School District may have that may be relevant and helpful to the Provider in the performance of the services. The Provider agrees to cooperate with the School District in the performance of and the completion of the services.
- L. News Releases: The Provider shall not issue any news releases or other public statements regarding services performed under this Agreement without prior approval from the School District.
- M. Ownership: Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, and any other documents, data, or information, in any form, prepared, collected, or received by the Provider in connection with any or all of the services to be performed under this Agreement ("Documents") shall be and remain the exclusive property of the School District. At the School District's request, or upon termination of this Agreement, the Provider shall cause the Documents to be promptly delivered to the School District.

SECTION 8. GENERAL PROVISIONS.

- A. Amendment. No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
- B. Assignment. This Agreement may not be assigned by the School District or by the Provider without the prior written consent of the other party.
- C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.
- D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt, (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit, or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the School District shall be addressed to, and delivered at, the following address to:

Linda Cada, Director of Special Education
Contract Administrator
Oak Park and River Forest
High School District
201 N. Scoville
Oak Park, IL 60302 2296
Phone: 708 – 434 - 3106
Fax: 708-434-3921
E-mail: lcada@oprfs.org

Notices and communications to the Provider shall be addressed to, and delivered at, the following address:

Lisa Vincent
841 South Highland Avenue
Oak Park, IL 60304
Phone 708 – 763 – 8734

- E. Third Party Beneficiary: No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Provider shall be made or be valid against the School District.
- F. Provisions Severable: If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- G. Time: Time is of the essence in the performance of this Agreement.
- H. Governing Law: This Agreement shall be interpreted according to the internal laws, but not in conflict of laws, rules or regulations of the State of Illinois.
- I. Entire Agreement: This Agreement constitutes the entire agreement between the parties and supercedes any and all previous or contemporaneous oral or written agreements and negotiations between the School District and the Provider with respect to the Services.
- J. Waiver: No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.
- K. Appendixes: Appendixes A, B and C, if attached hereto, are incorporated in and made a part of this Agreement. In the event of a conflict between the Appendix and the text of this Agreement, the text of the Agreement shall control.
- L. Rights Cumulative: Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies and benefits allowed by law.
- M. Counterparts. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

EXECUTED this 25th day of September 2008.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200

By _____
Cheryl Witham, Chief Financial Officer

Date _____

By _____
Linda Cada, Director of Special Education/
Contract Administrator

Date _____

By _____
Lisa Vincent, Service Provider

Date _____

APPENDIX A
Description of Work

The Provider is responsible for providing the School District with occupational therapy services for identified students as prescribed by the Special Education Division in keeping with the laws of the School Code of Illinois. The Provider is also responsible for completing Medicaid Fee for Service documents that assist the School District in obtaining reimbursement as prescribed by federal and state regulations. As available, the Provider will participate in student staffings for whom occupational therapy services have been provided, as appropriate, or as requested by the School District and conduct classroom observations as required by special education regulations. Such services will be provided during the school term, which is the period August 21, 2007 – June 6, 2008.

1. QUALIFICATIONS. The Provider shall be a professional with prior experience in occupational therapy, possess an advanced degree in the profession of occupational therapy or a related profession and be a licensed occupational therapist in the State of Illinois. The Provider is expected to conduct herself with the highest degree of ethical and professional standards.
2. SUPERVISION: The Provider is considered to be an independent worker with the freedom to establish a schedule for completing the required work in a manner that satisfies the regulatory requirements of the School District. The School District shall designate a certified School District administrator, the Director of Special Education, as the contact person for the Provider. Questions related to the required work shall be directed to the Director of Special Education.
3. DUTIES: It is hereby agreed and understood that the Provider will perform the following duties:
 - (A) Provide prescribed occupational therapy services for designated students.
 - (B) Participate in designated student staffings.
 - (C) Observe designated students in mainstream classroom settings.
 - (D) Provide written reports and other required documents in a timely manner.
 - (E) Communicate regularly with the Director of Special Education.
4. HOURS: There are no required hours under the terms of this Agreement. However, the Provider must have sufficient flexibility so as to assist the School District in meeting the requirements of Special Education regulations. The Provider must be available during the school term, August 25, 2008 – June 12, 2009.
5. EQUIPMENT AND SUPPLIES. Equipment and supplies and any other necessary materials to carry out the duties shall be provided as mutually agreed upon between the School District and the Provider.
6. SECRETARIAL SERVICES. The School District shall not provide secretarial services to the Provider. However, the School District will make available appropriate office workspace.

7. EXCLUSIVE SERVICES. There is no exclusive right to service between the School District and the Provider.
8. REFERRAL FOR SERVICE. The Provider is prohibited from referring School District students to the private practice of the Provider or the private practice of other service providers used by the School District.
9. ACCESS TO RECORDS. In accordance with all applicable federal laws and regulations, the School District agrees to give the Provider access to records necessary to facilitate the required work. All needed student records and release of information forms shall remain the property of the School District and shall be held in the strictest confidence.

APPENDIX B

Compensation

1. The School District shall pay to the Provider compensation based on the type of service rendered. Service rates are provided below:
 - Occupational Therapy services \$72.00 per hour
2. Mileage and expenses incurred for travel related to the completion of services required by the terms of this contract will reimburse at the prevailing Internal Revenue Service rate for mileage and for actual expenses incurred. The distance from the School District to the site of the necessary services shall be used in determining the amount of reimbursement.

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham, CFO

DATE: September 16, 2008

RE: Tax Increment Financing (TIF) Update

BACKGROUND

The District benefits from three separate TIF agreements with the Village of Oak Park. Two of these agreements are D97 settlement agreements with the Village of Oak Park related to the Oak Park Downtown TIF and the Village of Oak Park Madison Street TIF. These two agreements provide annual cash distributions from the two TIF's. All Oak Park Taxing Bodies benefit from these two agreements.

The third agreement is the Oak Park Downtown TIF Intergovernmental Agreement between VOP, D97 and D200. This agreement provides carve outs of incremental EAV from the Downtown TIF at pre-arranged intervals until the expiration of the TIF in 2018. A pre-arranged carve out of \$20,345,170 in EAV was scheduled to be released in February 2008 in order to impact the 2007 levy. The Village of Oak Park elected to carve out \$4,863,265 of incremental value and to pay the remaining value in cash. The Village advised D97 and D200 of this election approximately one week before passing the ordinance. The 2007 levy had already been filed in December and therefore could not be changed by D97 and D200.

SUMMARY OF FINDINGS

The Village of Oak Park has not met the requirements of the two settlement agreements with D97. On two separate occasions, a Village staff member has advised D97 and D200 that the payment had been sent to Cook County for distribution. However, the payment has not yet been received from Cook County. The Village now advises D200 that this matter will be discussed with the two districts on September 16, 2008 and not before.

Although the Village intended to carve out incremental EAV of \$4,863,265 only \$2,772,345 was actually carved out. The EAV shortfall is now \$17,572,655. The cash value of the EAV is a general obligation of the Village and is due to the taxing bodies.

A meeting to discuss the above issues with D97 and the Village of Oak Park is scheduled for 2:00 p.m. on September 16, 2008 at D97.

RECOMMENDATIONS

Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham, CFO

DATE: September 16, 2008

RE: FY 2008 – 2009 Final Budget Update

BACKGROUND

The FY 2008 – 2009 Tentative Budget was approved by the Board of Education at the August 21, 2008 Special Board of Education Meeting. The Final Budget will be presented at the Regular Board of Education Meeting on September 25, 2008, and a Public Hearing will be held. The Board of Education will then adopt the Final Budget.

SUMMARY OF FINDINGS

Several changes have been made to the Tentative Budget and these changes have been incorporated into the Final Budget. Additional information has been received by the District and therefore has been added to the budget. These changes include:

1. An adjustment of the levy based on the final Cook County Levy report received on September 3, 2008.
2. An amount of \$612,887, the estimated value of the TIF carve out, is a result of a reclassification from the Property Tax revenue category to Other Local Sources of revenue. The Village of Oak Park decided to pay the value in cash rather than carve out the property from the TIF.
3. Minor adjustments to several grant expenditure categories.
4. The addition of an ERO penalty of \$159,000 to the General Instruction expenditure category.

RECOMMENDATIONS

The Finance Committee accept the changes and recommend approval of the FY 2009 Final Budget at the Regular Board of Education Meeting on September 25, 2008.

Oak Park and River Forest High School District 200
Combining Budget - All Fund Types
Fiscal Year Ending June 30, 2009

	Governmental Fund Types							Total (Memorandum Only)		
	General Funds	Special Revenue		Debt Service		Capital Projects			Fiduciary Fund	Internal Service Funds
		Funds	Fund	Fund	Fund	Funds	Funds			
Revenue:										
Property Taxes	\$ 50,294,118	\$ 2,878,991	\$ 2,939,192	\$ 1,021,994	\$ 961,484	\$ -	\$ 58,095,719			
Other Local Sources	7,229,499	110,895	48,480	6,000	93,019	4,928,797	12,416,630			
State Sources	2,660,440	619,395	-	-	-	-	3,279,825			
Federal Sources	1,429,704	-	-	-	-	-	1,429,701			
Transfers	-	-	-	-	-	-	-			
Total Revenues	61,613,758	3,609,151	2,987,672	1,027,994	1,054,503	4,928,797	75,221,875			
Expenditures:										
General Instruction	\$ 21,011,251	\$ 321,752	\$ -	\$ -	\$ -	\$ -	21,333,003			
Special Education	5,185,599	186,352	-	-	-	-	5,371,951			
Adult Education	19,910	-	-	-	-	-	19,910			
Vocational Programs	301,607	21,364	-	-	-	-	322,971			
Co-Curricular Programs	2,011,746	114,069	-	-	-	-	2,125,815			
Summer School	337,170	704	-	-	-	-	337,874			
Other Instructional	3,723,502	7,861	-	-	-	-	3,731,363			
Support Svcs. - Pupil	6,655,283	1,756,827	-	-	-	-	8,412,110			
Support Svcs. - Admin.	14,736,662	857,953	-	319,900	-	4,887,468	20,801,983			
Community Services	155,366	-	-	-	-	-	155,366			
Other Governmental-Tuition	82,000	-	-	-	-	-	82,000			
Debt Service	75,000	-	3,484,715	-	-	-	3,559,715			
Total Expenditures	54,295,096	3,266,882	3,484,715	319,900	-	4,887,468	66,254,061			
Other Financing Sources (Uses)	48,480	-	568,045	(616,525)	-	-	-			
Change in Fund Balance	7,367,142	342,269	71,002	91,569	1,054,503	41,329	8,967,814			
Beginning Fund Balance	52,636,031	2,448,745	2,658,174	(6,341)	4,124,310	1,220,257	63,081,176			
Ending Fund Balance	\$ 60,003,173	\$ 2,791,014	\$ 2,729,176	\$ 85,228	\$ 5,178,813	\$ 1,261,586	\$ 72,048,990			

Oak Park and River Forest High School District 200

Combined Budget-All Fund Tyoes

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 57,101,609	\$ 56,956,891	\$ 58,095,719
Other Local Sources	11,439,645	12,517,038	12,416,630
State Sources	4,521,004	3,375,368	3,279,825
Federal Sources	1,301,496	1,466,389	1,429,701
Transfers	-	-	-
Total Revenues	74,363,754	74,315,686	75,221,875
Expenditures:			
General Instruction	\$ 20,047,477	\$ 21,534,746	\$ 21,333,003
Special Education	7,040,193	8,117,806	5,371,951
Adult Education	23,600	19,500	19,910
Vocational Programs	219,790	311,549	322,971
Co-Curricular Programs	1,825,579	2,123,389	2,125,815
Summer School	309,231	340,731	337,874
Other Instructional	256,925	262,376	3,731,363
Support Svcs. - Pupil	7,600,011	8,309,173	8,412,110
Support Svcs. - Admin.	18,348,823	20,942,964	20,801,983
Community Services	253,390	317,476	155,366
Other Governmental-Tuition	-	-	82,000
Debt Service	3,480,028	3,555,973	3,559,715
Total Expenditures	59,375,047	65,835,683	66,254,061
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	14,988,707	8,480,003	8,967,814
Beginning Fund Balance	39,612,466	54,601,173	63,081,176
Ending Fund Balance	\$ 54,601,173	\$ 63,081,176	\$ 72,048,990

Oak Park and River Forest High School District 200

Combined General Fund Summary Budget (Education, O&M, Restricted Building, Tort)

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 49,665,052	\$ 49,956,386	\$ 50,294,118
Other Local Sources	7,499,040	7,166,215	7,229,499
State Sources	3,695,998	2,785,478	2,660,440
Federal Sources	1,301,496	1,466,389	1,429,701
Transfers	-	-	-
Total Revenues	62,161,586	61,374,468	61,613,758
Expenditures:			
General Instruction	19,756,277	21,242,702	21,011,251
Special Education	6,879,210	7,945,938	5,185,599
Adult Education	23,600	19,500	19,910
Vocational Programs	199,320	290,570	301,607
Co-Curricular Programs	1,728,636	2,013,025	2,011,746
Summer School	301,441	334,383	337,170
Other Instructional	255,619	260,823	3,723,502
Support Svcs. - Pupil	5,818,185	6,687,596	6,655,283
Support Svcs. - Admin.	13,018,731	14,154,346	14,736,662
Community Services	230,383	298,142	155,366
Other Governmental-Tuition	-	-	82,000
Debt Service	6,506	75,000	75,000
Total Expenditures	48,217,908	53,322,025	54,295,096
Other Financing Sources (Uses)	8,225	105,500	48,480
Change in Fund Balance	13,951,903	8,157,943	7,367,142
Beginning Fund Balance	30,526,185	44,478,088	52,636,031
Ending Fund Balance	\$ 44,478,088	\$ 52,636,031	\$ 60,003,173

Oak Park and River Forest High School District 200

Combined Ed. Fund Summary Budget (Education, Bookstore, Food Service)

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 44,357,020	\$ 43,789,918	\$ 44,173,578
Other Local Sources	5,728,659	5,472,773	5,745,809
State Sources	3,695,998	2,785,478	2,660,440
Federal Sources	1,301,496	1,466,389	1,429,701
Transfers	-	-	-
Total Revenues	55,083,173	53,514,558	54,009,528
Expenditures:			
General Instruction	19,754,658	21,210,110	20,979,644
Special Education	6,879,210	7,945,938	5,185,599
Adult Education	23,600	19,500	19,910
Vocational Programs	199,320	290,570	301,607
Co-Curricular Programs	1,711,227	1,917,799	1,984,076
Summer School	301,441	334,383	337,170
Other Instructional	255,619	260,823	3,723,502
Support Svcs. - Pupil	5,798,342	6,626,056	6,655,283
Support Svcs. - Admin.	7,936,224	8,179,832	7,998,518
Community Services	230,383	298,142	155,366
Other Governmental-Tuition	-	-	82,000
Debt Service	6,506	75,000	75,000
Total Expenditures	43,096,530	47,158,153	47,497,675
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	11,986,643	6,356,405	6,511,853
Beginning Fund Balance	24,873,931	36,860,574	43,216,979
Ending Fund Balance	\$ 36,860,574	\$ 43,216,979	\$ 49,728,832

Oak Park and River Forest High School District 200

Education Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 44,357,020	\$ 43,789,918	44,173,578
Other Local Sources	3,446,615	2,531,689	2,837,305
State Sources	3,684,954	2,774,533	2,653,945
Federal Sources	1,089,708	1,258,427	1,230,845
Transfers	-	-	-
Total Revenues	52,578,297	50,354,567	50,895,673
Expenditures:			
General Instruction	19,754,658	21,210,110	20,979,644
Special Education	6,879,210	7,945,938	5,185,599
Adult Education	23,600	19,500	19,910
Vocational Programs	199,320	290,570	301,607
Co-Curricular Programs	1,711,227	1,917,799	1,984,076
Summer School	301,441	334,383	337,170
Other Instructional	255,619	260,823	3,723,502
Support Svcs. - Pupil	5,798,342	6,626,056	6,655,283
Support Svcs. - Admin.	5,435,110	4,961,254	4,929,841
Community Services	230,383	298,142	155,366
Other Governmental-Tuition	-	-	82,000
Debt Service	6,506	75,000	75,000
Total Expenditures	40,595,416	43,939,575	44,428,998
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	11,982,881	6,414,992	6,466,675
Beginning Fund Balance	23,690,403	35,673,284	42,088,276
Ending Fund Balance	\$ 35,673,284	\$ 42,088,276	\$ 48,554,951

Oak Park and River Forest High School District 200

Education Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Expenditures By Program/Department

	2006-2007 Unaudited	2007 - 2008 Amend. Budget	2008 - 2009 Budget
Expenditures:			
General Instruction	\$ 17,820,304	\$ 19,307,232	\$ 18,669,291
Art	34,564	42,098	46,012
Auditorium	140,052	148,131	157,477
Business Ed.	7,139	11,100	11,639
Director of Instruction	197,119	203,973	205,190
Driver Education	11,894	15,532	-
English	37,110	20,175	24,725
Evening Study Table	9,856	14,500	14,500
World Languages	16,528	14,766	19,650
History	13,504	11,780	16,939
Family & Consumer Science	7,107	13,490	11,970
Mathematics	10,235	13,365	12,135
Music	31,683	45,142	46,059
Physical Education	36,476	59,250	64,211
Science	66,964	66,820	96,098
Speech Arts	1,336	3,400	5,025
Technology (Voc. Ed.)	12,557	10,563	9,749
Instructional Technology	1,241,403	1,134,712	1,489,406
Study Circles and Tutors	58,827	74,081	79,568
Total General Instruction	19,754,658	21,210,110	20,979,644
Trainable Mentally Handicapped	1,152,898	1,417,764	1,635,349
Educable Mentally Handicapped	2,363	3,908	1,500
Physically Handicapped	128,317	120,000	125,000
Learning Disabled	1,536,226	2,114,760	1,886,944
Visually Impaired	23,546	22,000	26,500
Hearing Impaired	22,571	20,000	25,000
Speech/Language Impaired	199,138	206,296	218,095
Emotionally Disturbed	3,738,318	3,967,690	1,171,812
Adaptive Physical Education	43,070	51,352	54,788
Title I	32,763	22,168	40,611
Total Special Education	6,879,210	7,945,938	5,185,599

Oak Park and River Forest High School District 200

Education Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Expenditures By Program/Department

	2006-2007 Unaudited	2007 - 2008 Amend. Budget	2008 - 2009 Budget
Adult Education	23,600	19,500	19,910
Carl Perkins/Tech Prep	36,544	95,893	100,044
Dept. Human Services	162,776	194,677	201,563
Total Vocational Services	199,320	290,570	301,607
Student Activities	420,877	552,904	601,908
Athletics-Boys	756,662	728,703	788,467
Athletics-Girls	533,688	636,192	593,701
Total Co-Curricular Activities	1,711,227	1,917,799	1,984,076
Summer Programs	301,441	334,383	337,170
Drivers Education	-	-	703,228
Alternative Programs	255,619	260,823	3,020,274
Other Instructional	255,619	260,823	3,723,502
Attendance	155,433	163,865	166,269
Social Work Services	270,110	261,456	307,058
Registrar and Residency	162,584	181,221	182,904
Guidance	2,289,994	2,662,048	2,652,097
Nursing Services	177,545	181,782	185,619
Psychological Services	256,343	267,139	254,201
Community Support Services	205,759	210,415	339,029
Security	1,077,685	1,230,989	1,224,209
Curriculum and Instruction	172,253	240,989	176,530
Staff Training	184,977	205,029	148,676
Media Services	800,752	966,121	949,067
Assessment and Testing	44,907	55,002	69,624
Total Support Services-Pupils	5,798,342	6,626,056	6,655,283

Oak Park and River Forest High School District 200

Education Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Expenditures By Program/Department

	2006-2007 Unaudited	2007 - 2008 Amend. Budget	2008 - 2009 Budget
Board of Education	279,282	252,205	231,127
General Administration	1,309,045	1,157,471	1,163,248
Principal	-	265,519	262,539
Special Services Administration	319,115	486,682	491,820
Fiscal Services	813,935	1,262,431	1,250,570
Operations and Maintenance	1,449,503	283,333	304,242
Printing and Duplicating	325,827	268,518	280,881
Public Information	122,183	144,079	154,872
Staff Services	29,512	30,747	31,075
Data Processing	240,722	322,962	271,586
Clerical Support	545,986	487,307	487,881
Total Support Services-Admin.	5,435,110	4,961,254	4,929,841
Childcare Program	133,724	173,856	-
Other Community Services	96,658	124,286	155,366
Total Community Services	230,382	298,142	155,366
Other Governmental-Tuition	-	-	82,000
Debt Service	6,506	75,000	75,000
Total Expenditures	\$ 40,595,415	\$ 43,939,575	\$ 44,428,998

Oak Park and River Forest High School District 200

Bookstore Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	845,801	908,836	889,458
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	845,801	908,836	889,458
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	837,364	909,228	885,807
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	837,364	909,228	885,807
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	8,437	(392)	3,651
Beginning Fund Balance	777,954	786,391	785,999
Ending Fund Balance	\$ 786,391	\$ 785,999	\$ 789,650

Oak Park and River Forest High School District 200

Food Service Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	1,436,243	2,032,248	\$ 2,019,046
State Sources	11,044	10,945	6,495
Federal Sources	211,788	207,962	198,856
Transfers			
Total Revenues	1,659,075	2,251,155	2,224,397
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	1,663,750	2,309,350	2,182,870
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	1,663,750	2,309,350	2,182,870
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	(4,675)	(58,195)	41,527
Beginning Fund Balance	405,574	400,899	342,704
Ending Fund Balance	\$ 400,899	\$ 342,704	\$ 384,231

Oak Park and River Forest High School District 200

Tort Immunity Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 1,080,371	\$ 1,121,808	\$ 1,143,549
Other Local Sources	75,800	18,180	28,630
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	1,156,171	1,139,988	1,172,179
Expenditures:			
General Instruction	1,619	32,592	31,607
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	17,409	95,226	27,670
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	19,843	61,540	-
Support Svcs. - Admin.	650,170	619,312	794,091
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	689,041	808,670	853,368
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	467,130	331,318	318,811
Beginning Fund Balance	851,954	1,319,084	1,650,402
Ending Fund Balance	\$ 1,319,084	\$ 1,650,402	\$ 1,969,213

Oak Park and River Forest High School District 200

Operation and Maintenance Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 4,227,661	\$ 5,044,660	\$ 4,976,991
Other Local Sources	1,630,423	1,565,262	1,445,696
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	5,858,084	6,609,922	6,422,687
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	3,634,580	4,991,182	5,684,053
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	3,634,580	4,991,182	5,684,053
Other Financing Sources (Uses)	8,225	105,500	48,480
Change in Fund Balance	2,231,729	1,724,240	787,114
Beginning Fund Balance	3,044,606	5,276,335	7,000,575
Ending Fund Balance	\$ 5,276,335	\$ 7,000,575	\$ 7,787,689

Oak Park and River Forest High School District 200

Restricted Building Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	64,158	110,000	9,364
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	64,158	110,000	9,364
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	797,757	364,020	260,000
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	797,757	364,020	260,000
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	(733,599)	(254,020)	(250,636)
Beginning Fund Balance	1,755,694	1,022,095	768,075
Ending Fund Balance	\$ 1,022,095	\$ 768,075	\$ 517,439

CAPITAL PROJECTS--Past and Current

Proceeds from Bonds (Including accrued interest)	\$ 18,195,410
<i>Summer 1998 (Fiscal 1999) Projects:</i>	
Renovation of Board Room w/multimedia presentation capabilities	
Purchase and demolition of Gleason property for field space	
Total summer 1998 projects	(2,132,744)
Interest Earned Fiscal 1999	849,841
Other Revenues	24,126
Balance June 30, 1999	16,936,633
<i>Summer 1999 (Fiscal 2000) Projects:</i>	
Renovation of Special Education Office Suite	
Renovation of Welcome Center and Student Center	
Rerigging in auditoriums	
Redesign of Assistant Superintendent for Curriculum office	
Resurfacing of indoor track	
HVAC upgrades	
Purchase of Wessels/Postlewait property for field space	
Foreign language computer lab	
Total Summer 1999 (Fiscal 2000) Projects	(2,471,000)
Interst Earned Fiscal 2000	901,008
Balance June 30, 2000	15,366,641
<i>Summer 2000 (Fiscal 2001) Projects:</i>	
Renovate south corridor (walls, floor)	
Auditorium ceiling, carpet, doors	
1st floor north corridors (walls, ceiling, lights, lockers, doors)	
North restrooms (all four floors)	
Telephone system with enhanced 911 capability	
Purchase of Everest property for field space	
Total Summer 200 (Fiscal 2001) Projects	(3,275,918)
State Infrastructure and Maintenance Grant	100,000
Interest Earned Fiscal 2001	759,439
Balance June 30, 2001	12,950,162

Summer 2001 (Fiscal 2002) Projects:

2nd floor north corridors (walls, ceiling, lights, lockers, doors)

Erie Ave. entrance (doors and hallway)

Renovation of Health Services office

Relocation of Math and Network Technology offices

Replacement of 3rd floor library carpeting

Renovation of four science labs

Purchase of Orlissie's property; demolition of buildings

Begin renovation of Stadium, south field turf and track installation

Total Summer 2001 (Fiscal 2002) Projects

(4,157,813)

Interest Earnings Fiscal 2002

627,900

Balance June 30, 2002

9,420,249

Summer 2002 (Fiscal 2003) Projects:

Completion of Stadium renovation and South Fields construction

Renovation of North Cafeteria student dining area

Renovation of science classrooms

3rd floor north corridors (walls, ceilings, lights, lockers, doors)

Total Summer 2002 (Fiscal 2003) Projects

(4,216,138)

Interest Earnings Fiscal 2003

264,936

Balance June 30, 2003

5,469,047

Summer 2003 (Fiscal 2004) Projects:

Arbitrage on Bond proceeds

Misc. classroom renovations

Total Summer 2003 (Fiscal 2004) Projects

(768,990)

Interest Earned Fiscal 2004

159,292

Balance June 30, 2004

4,859,349

Summer 2004 (Fiscal 2005) Projects:

4th floor ceilings and lighting	
Staff Café dining area	
Food Service Ceilings in student dining areas	
Student Activities office remodel	
Various classroom renovations	
Total Summer 2004 (Fiscal 2005) Projects	(1,275,115)
Flood Damage	(713,171)
Proceeds from sale of bonds	1,635,000
Interest Earnings Fiscal 2005	156,611
Balance June 30, 2005	4,662,674

Summer 2005 (Fiscal 2006) Projects:

Flood repairs	(35,808)
Wrestling rooms	
Food Service serving and food preparation areas equipment replacement	
Study hall room renovations (314, 434)	
Student Services office renovations (205, 207, 208, 270, 272, 308)	
TV Studio renovation and equipment replacement	
Pool refurbishing	
Total Summer 2005 (Fiscal 2006) Projects	(3,685,645)
Interest Earnings Fiscal 2006	65,676
Flood Insurance Reimbursement	748,797
Balance June 30, 2006	1,755,694

Summer 2006 (Fiscal 2007)

4th floor Foods/Family & Consumer Science (418, 419)	
Gym renovations (1 east, 2 south, 2 north)	
Window and boiler replacement not reflected in Life Safety	
Estimated Cost of Summer 2006 (Fiscal 2007) Projects	(692,757)
Estimated Interest Income	64,158
Coil Replacement	(105,000)
Unaudited Balance June 30, 2007	1,022,095

Summer 2007 (Fiscal 2008)

Insurance Proceeds from Coil Replacement	100,000
Mall Renovation	(280,000)
Room 355	(9,500)
Coil	(16,000)
Turf	(39,220)
Estimated Interest Income	10,000
Emergency Asbestos removal	(19,300)

Estimated Balance June 30, 2008	<u>768,075</u>
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Summer 2008 (Fiscal 2009)

Turf Replacement-Stadium	(260,000)
Estimated Interest Income	9,364

Estimated Balance June 30, 2009	<u><u>\$ 517,439</u></u>
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FINAL BUDGET
-DRAFT

Oak Park and River Forest High School District 200

Special Revenue Funds Summary Budget (Transportation, IMRF/Social Security Funds)

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 2,644,962	\$ 2,636,743	\$ 2,878,931
Other Local Sources	173,354	101,868	110,835
State Sources	825,006	589,890	619,385
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	3,643,322	3,328,501	3,609,151
Expenditures:			
General Instruction	261,200	292,044	321,752
Special Education	160,983	171,868	186,352
Adult Education	-	-	-
Vocational Programs	20,470	20,979	21,364
Co-Curricular Programs	96,943	110,364	114,069
Summer School	7,790	6,348	704
Other Instructional	1,306	1,553	7,861
Support Svcs. - Pupil	1,781,826	1,621,577	1,756,827
Support Svcs. - Admin.	842,870	869,959	857,953
Community Services	23,007	19,334	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	3,196,395	3,114,026	3,266,882
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	446,927	214,475	342,269
Beginning Fund Balance	1,787,343	2,234,270	2,448,745
Ending Fund Balance	\$ 2,234,270	\$ 2,448,745	\$ 2,791,014

Oak Park and River Forest High School District 200

Transportation Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 796,672	\$ 816,395	\$ 830,303
Other Local Sources	66,463	26,146	27,701
State Sources	825,006	589,890	619,385
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	1,688,141	1,432,431	1,477,389
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	1,454,055	1,288,697	1,410,785
Support Svcs. - Admin.	-	-	-
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	1,454,055	1,288,697	1,410,785
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	234,086	143,734	66,604
Beginning Fund Balance	1,298,210	1,532,296	1,676,030
Ending Fund Balance	\$ 1,532,296	\$ 1,676,030	\$ 1,742,634

Oak Park and River Forest High School District 200

Municipal Retirement/Social Security Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 1,848,290	\$ 1,820,348	\$ 2,048,628
Other Local Sources	106,891	75,722	83,134
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	1,955,181	1,896,070	2,131,762
Expenditures:			
General Instruction	261,200	292,044	321,752
Special Education	160,983	171,868	186,352
Adult Education	-	-	-
Vocational Programs	20,470	20,979	21,364
Co-Curricular Programs	96,943	110,364	114,069
Summer School	7,790	6,348	704
Other Instructional	1,306	1,553	7,861
Support Svcs. - Pupil	327,771	332,880	346,042
Support Svcs. - Admin.	842,870	869,959	857,953
Community Services	23,007	19,334	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	1,742,340	1,825,329	1,856,097
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	212,841	70,741	275,665
Beginning Fund Balance	489,133	701,974	772,715
Ending Fund Balance	\$ 701,974	\$ 772,715	\$ 1,048,380

Oak Park and River Forest High School District 200

Bond & Interest Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 3,106,524	\$ 3,027,477	\$ 2,939,192
Other Local Sources	94,697	105,500	48,480
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	3,201,221	3,132,977	2,987,672
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	-	-	-
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	3,473,522	3,480,973	3,484,715
Total Expenditures	3,473,522	3,480,973	3,484,715
Other Financing Sources (Uses)	613,013	508,463	568,045
Change in Fund Balance	340,712	160,467	71,002
Beginning Fund Balance	2,156,995	2,497,707	2,658,174
Ending Fund Balance	\$ 2,497,707	\$ 2,658,174	\$ 2,729,176

Oak Park and River Forest High School District 200

Fire Prevention and Safety Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ 846,753	\$ 1,022,965	\$ 1,021,994
Other Local Sources	61,444	341	6,000
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	908,197	1,023,306	1,027,994
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	1,974,114	825,000	319,900
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	1,974,114	825,000	319,900
Other Financing Sources (Uses)	(621,238)	(613,963)	(616,525)
Change in Fund Balance	(1,687,155)	(415,657)	91,569
Beginning Fund Balance	2,096,471	409,316	(6,341)
Ending Fund Balance	\$ 409,316	\$ (6,341)	\$ 85,228

LIFE SAFETY PROJECTS

Balance June 30, 2003	\$ 275,150
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Summer 2003 (Fiscal 2004) Projects:

Asbestos removal throughout the building	(258,318)
Proceeds from sale of bonds for roofing project	8,536,220
Interest Earned for Fiscal 2004	102,361
Levy Proceeds	418,958

Balance June 30, 2004	9,074,371
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Summer 2004 (Fiscal 2005) Projects

Roofing projects	
Asbestos removal	
Total Summer 2004 (Fiscal 2005) Projects	(5,973,344)
Debt Service	(604,175)
Levy Proceeds	622,663
Interest Earned for Fiscal 2005	90,425

Balance June 30, 2005	3,209,940
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Summer 2005 (Fiscal 2006) Projects

Air handling, electrical upgrades	
Pool renovation (air handling, ceilings, paint, tile repair, resurfacing)	
Food Service	(1,280,010)
Debt Service	(618,338)
Levy Proceeds	706,414
Estimated Interest Earned for Fiscal 2006	78,465

Balance June 30, 2006	2,096,471
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Summer 2006 (Fiscal 2007) Projects

Boiler & window replacement
Air Handling replacement
Electrical upgrades

Estimated Cost of Summer 2006 (Fiscal 2007) Projects	(1,974,114)
Debt Service	(621,238)
Levy Proceeds	846,753
Estimated Interest Earned for Fiscal 2007	<u>61,444</u>

Unaudited Balance June 30, 2007 409,316

Summer 2007 (Fiscal 2008) Projects

Maill Renovations
Auditorium Rigging Replacement
Airlock doors

Estimated Cost of Summer 2006 (Fiscal 2007) Projects	(825,000)
Debt Service	(613,963)
Levy Proceeds	1,022,965
Estimated Interest Earned for Fiscal 2008	<u>341</u>

Estimated Balance available for projects June 30, 2008 (6,341)

Summer 2008 (Fiscal 2009) Projects

Levy Proceeds	1,021,994
Estimated Interest Earned for Fiscal 2008	6,000
Air Handler	(100,000)
Hot water tank-East Pool	(50,000)
Fire Detection Equipment	(72,000)
Safety Exit signage	(54,000)
Various room repairs	(25,900)
Emergency lighting	(18,000)
Debt Service	(616,525)

Estimated Balance available for projects June 30, 2009 \$ 85,228

Oak Park and River Forest High School District 200

Working Cash Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

2006-2007	2007 - 2008	2008 - 2009
Unaudited	Amend. Budget	Budget

Revenue:

Property Taxes	\$ 838,318	\$ 313,320	\$ 961,484
Other Local Sources	156,182	71,549	93,019
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	994,500	384,869	1,054,503

Expenditures:

General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	-	-	-
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	-	-	-

Other Financing Sources (Uses) - - -

Change in Fund Balance 994,500 384,869 1,054,503

Beginning Fund Balance 2,744,941 3,739,441 4,124,310

Ending Fund Balance \$ 3,739,441 \$ 4,124,310 \$ 5,178,813

Oak Park and River Forest High School District 200

Summary Internal Service Funds Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

2006-2007	2007 - 2008	2008 - 2009
Unaudited	Amend. Budget	Budget

Revenue:

Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	3,454,928	5,071,565	4,928,797
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	3,454,928	5,071,565	4,928,797

Expenditures:

General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	2,513,108	5,093,659	4,887,468
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	2,513,108	5,093,659	4,887,468

Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	941,820	(22,094)	41,329
Beginning Fund Balance	300,531	1,242,351	1,220,257
Ending Fund Balance	\$ 1,242,351	\$ 1,220,257	\$ 1,261,586

Oak Park and River Forest High School District 200

Self Insured Dental Fund Budget

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	427,411	497,988	470,647
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	427,411	497,988	470,647
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	354,350	497,988	465,010
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	354,350	497,988	465,010
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	73,061	-	5,637
Beginning Fund Balance	95,719	168,780	168,780
Ending Fund Balance	\$ 168,780	\$ 168,780	\$ 174,417

Oak Park and River Forest High School District 200

Self Insured Medical Fund

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

	2006-2007	2007 - 2008	2008 - 2009
	Unaudited	Amend. Budget	Budget
Revenue:			
Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	2,941,281	4,573,577	4,458,150
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	2,941,281	4,573,577	4,458,150
Expenditures:			
General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	2,125,257	4,545,433	4,419,961
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	2,125,257	4,545,433	4,419,961
Other Financing Sources (Uses)	-	-	-
Change in Fund Balance	816,024	28,144	38,189
Beginning Fund Balance	204,812	1,020,836	1,048,980
Ending Fund Balance	\$ 1,020,836	\$ 1,048,980	\$ 1,087,169

Oak Park and River Forest High School District 200

Self Insured Workers' Compensation Fund

For Fiscal Year 2008 - 2009, with Comparative Information for Years 2006-07 Through 2007-08

Fund Expenditures By Function

2006-2007	2007 - 2008	2008 - 2009
Unaudited	Amend. Budget	Budget

Revenue:

Property Taxes	\$ -	\$ -	\$ -
Other Local Sources	86,236	-	-
State Sources	-	-	-
Federal Sources	-	-	-
Transfers	-	-	-
Total Revenues	86,236	-	-

Expenditures:

General Instruction	-	-	-
Special Education	-	-	-
Adult Education	-	-	-
Vocational Programs	-	-	-
Co-Curricular Programs	-	-	-
Summer School	-	-	-
Other Instructional	-	-	-
Support Svcs. - Pupil	-	-	-
Support Svcs. - Admin.	33,501	50,238	2,497
Community Services	-	-	-
Other Governmental-Tuition	-	-	-
Debt Service	-	-	-
Total Expenditures	33,501	50,238	2,497

Other Financing Sources (Uses)	-	-	-
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Change in Fund Balance	52,735	(50,238)	(2,497)
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Beginning Fund Balance	-	52,735	2,497
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Ending Fund Balance	\$ 52,735	\$ 2,497	\$ -
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***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education
FROM: Cheryl Witham
DATE: September 16, 2008
RE: Treasurer's Reports

BACKGROUND

It is a requirement that the Board of Education accepts and approves the monthly Treasurer's Reports.

SUMMARY OF FINDINGS

Attached is the Treasurer Report for June, 2008.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

The June, 2008 Financial Reports, will be presented to the Board of Education for approval at the September 25, 2008, Board of Education meeting.

Oak Park & River Forest High School District 200
Treasurers Report
June 30, 2008

<u>Funds</u>	<u>Opening Cash Balance 06/01/08</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Adjustments to Cash (JE's)</u>	<u>Ending Cash Balance 06/30/08</u>	<u>% of Total</u>
10 Education	51,713,303.46	911,415.77	(3,259,981.10)	(336,127.62)	49,028,610.51	68.46%
13 Tort Immunity	1,675,424.59	8,721.42	(15,735.95)	-	1,668,410.06	2.33%
14 Food Service	337,271.23	182,140.18	(181,513.45)	(21,957.93)	315,940.03	0.44%
15 Book Store	333,621.73	68,099.79	(22,835.13)	(3,195.14)	375,691.25	0.52%
Total - Education Fund	54,059,621.01	1,170,377.16	(3,480,065.63)	(361,280.69)	51,388,651.85	71.76%
20 Operations, Building & Maintenance	7,724,197.80	46,372.72	(375,418.33)	(46,818.28)	7,348,333.91	10.26%
22 Restricted Fund	807,059.08	441.67	(70,084.94)	-	737,415.81	1.03%
Total - Building Fund	8,531,256.88	46,814.39	(445,503.27)	(46,818.28)	8,085,749.72	11.29%
30 Bond & Interest Fund	2,001,070.97	21,506.18	(800.00)	-	2,021,777.15	2.82%
40 Transportation Fund	1,958,969.65	9,863.40	(168,489.65)	(3,746.09)	1,796,597.31	2.51%
50 IMRF & SS Fund	1,113,266.38	14,340.60	(157,329.30)	15,785.99	986,063.67	1.38%
70 Working Cash	4,148,474.98	4,302.08	-	-	4,152,777.06	5.80%
80 Harris - PMA	793,998.12	67,676.35	(68,809.39)	(9,086.39)	783,778.69	1.09%
80 Park National	146,999.03	53,152.06	(273,518.30)	-	(73,367.21)	-0.10%
Total - Activity Funds	940,997.15	120,828.41	(342,327.69)	(9,086.39)	710,411.48	0.99%
81 Dental Self Insurance	179,654.53	1,037.35	(36,819.56)	76,931.52	220,803.84	0.31%
82 Medical Self Insurance	1,611,227.92	11,339.99	(560,320.72)	328,213.94	1,390,461.13	1.94%
83 Workers' Comp Self Insurance	17,782.04	-	-	-	17,782.04	0.02%
90 Fire Prevention & Safety	833,046.49	7,574.36	-	-	840,620.85	1.17%
Total - All Funds	\$ 75,395,368.00	\$ 1,407,983.92	\$ (5,191,655.82)	\$ (0.00)	\$ 71,611,696.10	100.00%

Summary of adjustments to cash:

Reclassification of food service chargebacks.
Reclassification of bookstore chargebacks.
Reclassification of expenditures
PPO/Pharmacy reclassification.

Oak Park & River Forest High School District 200
Cash and Investments
June 30, 2008

	<u>Account Balance</u>	<u>Treasurer's Control</u>	<u>% of Total</u>
Harris Bank Comingled Account (treas ofc.)			
Statement CTTO	1,727,179.79		
Less: Outstanding Checks	-		
Plus: Deposits in Transit	-		
Adjusted	<u>1,727,179.79</u>	1,727,179.79	2.41%
Park National Student Activity Account			
Statement Balance	8,777.94		
Less: Outstanding Checks	(83,783.90)		
Plus: Deposits in Transit	1,638.75		
Adjusted	<u>(73,367.21)</u>		-0.10%
Harris ISDLAF Account (Liquid & Max)			
Statement Balance	70,499,276.68		
Less: Outstanding Checks	(611,940.38)		
Plus: Deposits in Transit	5,681.99		
Adjusted	<u>69,893,018.29</u>		97.60%
Park National Imprest Account			
Statement Balance	21,866.54		
Less: Outstanding Checks	(1,348.66)		
Plus: Deposits in Transit	-		
Adjusted	<u>20,517.88</u>		0.03%
Chase Bank Athletic Imprest Account			
Statement Balance	1,497.35		
Less: Outstanding Checks	(550.00)		
Plus: Deposits in Transit	-		
Adjusted	<u>947.35</u>		0.00%
Petty Cash	<u>3,400.00</u>		0.00%
Workers Compensation Escrow	<u>40,000.00</u>		0.06%
Total Cash and Investments	\$ 71,611,696.10	\$ 1,727,179.79	100.00%

Oak Park & River Forest High School District 200
Schedule of Investments
June 30, 2008

	Average Interest Rate *	Investment Value 06/30/08	% of Total	Prior Month % of Total
<u>By Financial Institution</u>				
Harris ISDLAF - Liquid MM	2.31%	4,433,323.01	6.14%	0.17%
Harris ISDLAF - Max MM	2.39%	8,265,953.67	11.44%	12.76%
Harris ISDLAF - CD's	2.72%	57,800,000.00	80.03%	82.31%
Harris - CTTO MM	*	1,727,179.79	2.39%	4.75%
Total All Investments by Institution		<u>72,226,456.47</u>	100.00%	100.00%

	Average Interest Rate *	Investment Value 06/30/08	% of Total	Prior Month % of Total
<u>By Investment Type</u>				
CD's	2.72%	57,800,000.00	80.03%	82.31%
Money Market	2.35%	14,426,456.47	19.97%	17.69%
Total All Investments by Type		<u>72,226,456.47</u>	100.00%	100.00%

	Average Interest Rate *	Investment Value 06/30/08	% of Total	Prior Month % of Total
<u>By Maturity Age</u>				
1 month	2.65%	3,000,000.00	4.15%	5.82%
2 months	2.49%	2,500,000.00	3.46%	3.97%
3 months	2.24%	9,900,000.00	13.71%	3.31%
4-6 months	2.72%	19,200,000.00	26.58%	29.91%
7-9 months	2.78%	10,200,000.00	14.12%	15.48%
10-12 months	0.00%	-	0.00%	6.62%
1 year +	2.59%	10,000,000.00	13.85%	13.23%
2 years +	3.52%	3,000,000.00	4.15%	3.97%
Mature on demand	2.35%	14,426,456.47	19.97%	17.69%
Total Investments		<u>72,226,456.47</u>	100.00%	100.00%