To: Sandridge SD 172 Board of Education
From: Dr. Kim Nalls, Superintendent
Date: May 19, 2026
Re: Renewal of CSBO Consultant Agreement – Dr. Alicia Evans

Dear Members of the Board of Education,

I am recommending the renewal of the consulting agreement for Dr. Alicia Evans to continue serving as the District's Chief School Business Official (CSBO) Consultant for the 2026–2029 school years.

Dr. Evans has provided valuable leadership and support to the District in the areas of school finance, budgeting, compliance, fiscal oversight, and operational planning. Her knowledge of Illinois school finance, ISBE requirements, auditing procedures, labor relations support, and long-range financial planning has been instrumental in assisting the District with maintaining fiscal stability and compliance.

The proposed consulting rates are as follows: Annual Contract not to exceed $50,000

School Year	Hourly Rate
2026–2027	$175.00 per hour
2027–2028	$200.00 per hour
2028–2029	$225.00 per hour

The responsibilities of the CSBO Consultant include, but are not limited to, the following:

1. Assisting with the preparation and monitoring of the District's annual budget
2. Providing guidance regarding Illinois School Code and ISBE financial compliance requirements
3. Assisting with annual audit preparation and coordination with external auditors
4. Monitoring fund balances, revenues, expenditures, and cash flow projections
5. Assisting with financial reports presented to the Board of Education
6. Providing guidance regarding grants, federal funding, and categorical expenditures
7. Assisting with payroll, TRS, and IMRF reporting procedures
8. Supporting collective bargaining preparation and financial analysis
9. Assisting with long-range financial planning and forecasting
10. Reviewing contracts, bids, and financial agreements for fiscal impact
11. Assisting with state reporting deadlines and mandated submissions

12. Providing recommendations regarding operational efficiencies and cost-saving measures
13. Supporting the Superintendent and Board of Education on fiscal matters as needed
14. Assisting with development and implementation of internal controls and financial procedures
15. Providing consultation regarding insurance renewals, transportation costs, and facility-related expenditures

Dr. Evans' expertise continues to be an asset to Sandridge School District 172. I respectfully recommend approval of the renewal agreement.

Respectfully Submitted,

Dr. Kim Nalls
Superintendent
Kim Nalls

Dr. Alicia Evans
CSBO Consultant

Board President

Sonja Brown
X Sonja Jenkins Brown

Board Secretary

Grace Snelling

ATTEST:
Grace L. Snelling
Secretary, Board of Education