



Sharon Williams, Ed.D.  
*Superintendent of Schools*

To: RIMSD 41 Board of Education  
From: Dr. Sharon Williams  
Cabinet Champion: Annaka Whiting, Chief Financial Officer  
Date: May 27, 2025  
Re: Quality Group Vendor Approval

The district utilizes Quality Group, located at 910 10th Avenue W., Milan, IL 61264, for a variety of printing needs. These include staff shirts, appreciation gifts, and other printed materials essential to district operations and events.

Due to ongoing and planned purchases for the remainder of the year, the cumulative spending with Quality Group is projected to exceed the \$10,000 policy threshold. Therefore, we are seeking Board approval to continue utilizing this vendor for necessary printing services through the end of the fiscal year.

**It is recommended that the Board of Education approve the contract for services with Quality Group at a cost not to exceed \$18,000 for the remainder for Fiscal Year 2025.**

**Investment Period: July 1, 2024 – June 30, 2025**  
**Total Investment: Not to exceed \$18,000**  
**Funding Source: District Funds**