

**RJM Consulting Services Inc.
7951 Savoy Club Court
Burr Ridge, IL 60527
708-261-7750**

Proposal For Consulting Services

**Lincolnwood S.D. 74
6950 N. East Prairie Rd.
Lincolnwood, IL 60712
June 9, 2023**

- ❖ **Consulting Services to Facilitate a 5 year Strategic Long Range Plan. Please note the included services below:**
 - **Review and enhance (if necessary) the mission and vision statements to ensure that they meet the needs of the school district.**
 - **Review and enhance (if necessary) the core values of the school district.**
 - **Facilitate a two-hour meeting with the board to brainstorm and identify the focus areas of study.**
 - **Develop a survey to collect stakeholder input based on the identified focus areas of study.**
 - **Summarize the results of the survey (and the focus group meetings, if applicable) into a document that will be available to all of the Strategic Long Range Planning Committee during the two days of planning.**
 - **Hold a two-hour workshop for the board/administration to train them to lead the individual focus area groups.**
 - **Facilitate two days of planning with the Strategic Long Range Planning Committee**
 - **Wordsmith and polish the verbiage of the goals in each area that results from the two days of planning.**
 - **Guide and give counsel to the administrative team on their development of the action plans to achieve the goals in all focus areas of study.**

- Develop a base template brochure of the new strategic long-range plan (2023-2028) that will be ready for the district. The district may opt to add additional graphic enhancements.
- The board will review and consider the recommended plan.
- ❖ Total Package Cost..... \$14,500

❖ **In addition to the package cost here are additional options:**

- ❖ Facilitate personalized in-person stakeholder (parents, teachers, community etc.) meetings to collect input on the focus areas of study (in addition to the survey). A report will be developed for each meeting@ \$750/meeting.
- ❖ Any additional services (ie: annual review of the plan) needed outside of the above package will be billed at \$165/hour.
- ❖ One third of the contractual amount and costs to date will be due upon signing the contract, one third due 60 days into the plan development, with the final amount due upon completion of the services delivered.

If acceptable, please sign and return. Thank you.

_____ Date
 Dr. David Russo, Superintendent

_____ Date
 Dr. Robert J. Madonia, Consultant
 RJM Consulting Services, Inc. Federal EIN # 26-4051655