



## PROSPECT HEIGHTS DISTRICT 23 FINANCE & BUILDING AND SITES COMMITTEES INFORMATION ITEM

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**Date:** June 2, 2021  
**Title:** Discussion of Summer 2021 Furniture Expenditures  
**Contact:** Amy McPartlin, Assistant Superintendent for Finance & Operations

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### **BACKGROUND INFORMATION:**

In accordance with our ongoing plan to address furniture replacements at each building, the FY22 Budgetary Guidelines discussed the need for the continued allocation of funds through two expenditure line items. The 2021-22 Per Pupil Allocation amount of \$188.00/student included an amount equal to 25% of the Cost Per Pupil (\$47/student) to be set aside in each building's 2021-22 budget, as a non-discretionary line item for furniture replacements. These non-discretionary funds total \$68,526. An additional allocation of \$50,000 was also requested as a non-discretionary expenditure for furniture, to be split across all buildings based on a per pupil amount.

As was the case in FY21, principals are allowed to utilize their building furniture budgets early in the fiscal year. The \$50,000 Board allocation will be released later in the year as we confirm that revenues and expenditures are on track.

### **CURRENT SCENARIO:**

The FY21 year-end orders were presented in April/May. In order to maximize our purchasing power and leverage our orders across the fiscal years, we have placed the initial FY22 orders, based on the approved budgetary guidelines. Final orders for Eisenhower, Ross and Sullivan have been included for the Committee's review. The total cost of these orders is \$60,280 and represents the full FY22 Cost Per Pupil allocation for furniture as well as additional building line items. Pricing for the Smith Systems items is in accordance with the National Cooperative Purchasing Alliance (NCPA) Contract #NCPA07-44 KI Items have will be purchased through the Sourcewell Contract #121919-KII.

Initial plans have also been attached for the MacArthur Library. The updating of this large space has been an identified project for the past few years, with layouts being developed and finalized by building administration and staff this past year. The MacArthur Administration has requested the use of their FY22 furniture allocations for this project, as it is a space that benefits the entire school population. We plan for this to be a two year process with tables and seating purchased now and soft seating and bookcases later in the year, as the collection of books is scaled down as requested.

We will continue to keep the Board and Committees up to date as product is delivered to Eisenhower, Ross and Sullivan and the MacArthur Library project progresses.