



Oak Park Elementary School District 97

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To: Board of Education Members
Dr. Ushma Shah, Superintendent of Schools

From: Dr. Ebony Lofton, Chief Academic and Accountability Officer
Dr. Felicia Starks Turner, Associate Superintendent of Education
Dr. Carrie Kamm, Senior Director of Equity
Michael Arensdorff, Senior Director of Technology
Patrick King, Senior Director of Finance

Re: Contract and Contract Renewals Exceeding \$25,000: Request for Exceptions

Date: July 18, 2022 (linked spreadsheet revised on August 11, 2022)

Purpose

The purpose of this memo is to request that the procurement of instructional materials, software, clinical services, transportation, tuition and professional learning that involve contract and contract renewals that exceed \$25,000 move forward as we build new processes to adhere to the Board approval protocols. The rationale for this request is below:

- In order to ensure that student materials are available on the first day of school, there is likely not time to move through the formal Board approval process for those materials that have previously proceeded through the renewal process
- For newly contracted items that are slated to be funded via federal grants, there is not adequate time to move through both the Illinois State Board of Education's grant approval process as well as a local Board approval process in order to ensure materials are available for students on the first day of school
- For students in therapeutic days schools, the Board approval process would prevent students from attending the type of school that is indicated on their Individual Education Programs (IEPs) on the first day of student attendance
- For contracted professional learning to take place during the August Institute Days, there is not enough time to move through the formal Board approval process
- For contracted services that ensure the provision of related services, there is likely not sufficient time to move through the formal Board approval process. A delay could prevent students with disabilities from receiving special education services as outlined in their IEPs.
- For contracted services to cover FMLA leaves, a delay in contracting these services would prevent the provision of special education services for students with IEPs
- IEP supported transportation services are also contracted services that exceed \$25,000 - there is not adequate time to ensure that all students are routed from home to school
- The current NWEA software licenses for MAP testing expire in July and the FY 23 contract renewal is necessary so there is no disruption to service
- Requisite software would be unavailable for student and staff use if the formal Board approval process is followed

As stated above, we are requesting that the following new and renewed contracted services and materials move through previously established channels to allow for access to instructional materials and professional learning. The current vendors that need additional consideration for approval are outlined below.

Vendor Name	Contracted Service Type	Total Amount (SY23)
Houghton Mifflin Harcourt	Instructional Materials AND Professional Learning	\$35,078.47
Wilson Reading System	Instructional Materials AND Professional Learning	\$51,300.48
Maxim Nursing Services	Clinical Services	\$32,000.00
Cheryl Harding, SLP for Private/Parochial	Related Service Provider	\$35,000.00
Foxhire, Speech Language Therapist	Related Service Provider	\$76,752.37
Foxhire, FMLA Special Education Teachers	Special Education Teachers (FMLA)	\$86,500.00
Stepping Stones Group	Related Service Provider	\$32,000.00
Lexia	Instructional Materials	\$48,000.00
Enome (Goalbook)	Instructional Materials	\$28,000.00
SAVVAS (Words their Way)	Instructional Materials	\$128,326.00
Hephzibah (coordinator)	Supports Hephzibah students in D97 and out of district	\$75,000.00
Instructure MasteryConnect (Grades:4-5)	Instructional Materials AND Professional Learning	\$27,403.80
MasteryConnect (Grades:6-8)	Instructional Materials AND Professional Learning	\$18,294.50
Learning A-Z	Instructional Materials	\$56,558.00
CAST	Professional Learning	\$111,050.00
Frontline (Professional Growth Module)	Professional Learning	\$8,689.13
Handwriting Without Tears	Instructional Materials	\$25,000.00
NWEA	Student Growth Software	\$75,465.00
Britten School (2 students)	Tuition	\$111,421.44
Child's Voice (1 student)	Tuition	\$66,091.53
Clare Woods (1 student)	Tuition	\$35,678.72
Cove (2 student)	Tuition	\$123,582.84
Esperanza (1 student)	Tuition	\$52,935.10

Giant Steps (1 student)	Tuition	\$69,839.40
Guiding Light (1 student)	Tuition	\$57,753.36
Hyde Park (4 students)	Tuition	\$211,792.80
JCFS (1 student)	Tuition	\$59,712.84
Menta Hillside (2 students)	Tuition	\$70,767.12
Menta West (1 student)	Tuition	\$37,683.96
Metropolitan Prep (2 students)	Tuition	\$119,351.60
New Horizon (1 student)	Tuition	\$46,495.32
Parkland (1 student)	Tuition	\$43,933.40
Parkland Bartlett (1 student)	Tuition	\$46,275.60
Rush (3 students)	Tuition	\$270,553.00
SEAL (4 students)	Tuition	\$200,040.16
Jeanine Schultz (3 students)	Tuition	\$126,230.94
Sonia Shankman (4 students)	Tuition	\$293,644.48
Oak Park/River Forest Community Mental Health Board	Clinical Services	\$90,000.00
DePaul University	Clinical Services	\$90,000.00
Instructure/Canvas	Instructional Materials	\$23,987.34
JAMF	Management Software	\$57,078.50
CDWG	Management Cybersecurity Software	\$60,522.00
Powerschool	Management Software	\$102,589.00
Canon	Lease	\$173,767.66
Apple	Lease/Purchase	\$1,090,821.98
Zoom	Instructional Materials	\$45,930.00
Providence Capital	Lease	\$275,100.00
De Lage Landen Public Finance	Communication Infrastructure (Phones and Public address systems) Lease	\$42,139.57
Procure Therapy (FMLA)	Related Service Provider	\$152,486.06
IL National Board Resource Center (SY23 D97 National Board Certification Candidate Cohort Facilitation)	Professional Learning	\$27,060.00
Therapy Travelers (FMLA Leaves and openings)	Special Education Teachers (3 leaves)	\$94,920.00
SunBelt Staffing (fill resignation)	Part time Occupational Therapy Services	\$50,000.00

Pediastaff Agency	FMLA Leaves (Special Education Teachers and Related Service Providers)	\$100,000.00
Assured Health	FMLA and short term leave and resignations for Nurses	\$100,000.00
Soliant Agency	FMLA Leaves (Special Education Teachers and Related Service Providers)	\$100,000.00
ProCare Therapy Agency	FMLA Leaves (Special Education Teachers and Related Service Providers)	\$100,000.00

*this purchase is part of a larger district contract with the vendor