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BILL TO
 GAVIN SCHOOL DISTRICT 37
 25775 WEST HIGHWAY 134
 INGLESIDE, IL 60041

INVOICE 1051

DATE 05/19/2020

DUE DATE 05/27/2020

DESCRIPTION	QTY	RATE	AMOUNT
Consulting Wednesday, May 6, 2020 (Office & Home) (6:30 – 4:00) met with contractors about Central asphalt replacement with concrete and South installation of grant funded freezer/cooler. Phone calls with Jenny S about 4/12 construction meeting, Julie about consolidated grant, Diana, regarding payroll issues. Finished data entry of accounts payable, processed checks and prepared BOE reports.	1	700.00	700.00
Consulting Thursday, May 7, 2020 (Home) (7:30 – 4:00) worked on documents for BOE negotiations team meeting on Monday 4/11, Zoomed: Wellness Committee. Deposits - Student Activity Checks and to the post office and bank.	1	700.00	700.00
Consulting Monday, May 11, 2020 (Office & Home) (7:00 - 6:30) met with copier movers - out of construction area. Finished documents for 3:00 Zoom meeting, accounts payable - checks ready for mailing. 3:00 zoom negotiations meeting. Revised documents for Thursday May 14. Reviewed 8th grade lunch balances for refunds.	1	700.00	700.00
Consulting Tuesday, May 12, 2020 (Office) (7:45 - 8:00) met with DF about Disability - phone conference with ET about TRS, Zoom Construction Meeting. Zoom Board meeting.	1	700.00	700.00
Consulting Wednesday, May 13, 2020 (Home) (5:00 - 8:00 and 9:30 - 12:30 and 1:30 -3:00) Follow-up form Board meeting, process deposits, prepare accounts payable checks for mailing, process imprest checks, zoom meeting with Julie & Michele, zoom meeting, with Diana, zoom meeting with CLIC and deposits to bank and checks to post office.	1	700.00	700.00

DESCRIPTION	QTY	RATE	AMOUNT
Consulting Thursday, May 14, 2020 (Home) (7:30 - 11:00 and 12:00 - 3:30 and 4:30 - 8:45) read materials for CLIC renewal meeting; process imprest checks, process PO's , problem solve insurance issues, stipend issues, make changes to negotiations materials, negotiations.	1	700.00	700.00
Consulting Friday, May 15, 2020 (6:00 - 11:30) Student Activity checks, for 8th grade graduation, letters/emails asking for return of despots, to Gavin to pick up mail and meet with brick contractor about colors, size and type of bricks. Went to bank to deposit Imagetec check for copier buy-out. Opened two weeks of mail for accounts payable.	1	700.00	700.00
Consulting Monday, May 18, 2020 (Office) (7:00 - 4:00) Met with Erickson about Central Horseshoe concrete job, Asbestos Job start, BMO Harris p-card processing. Problem solved student fee issues	1	700.00	700.00
Consulting Tuesday, May 19, 2020 (Office) (7:30 - 3:30) Accounts Payable and construction meeting	1	700.00	700.00
Consulting Wednesday, May 20, 2020 (Office) 7:30 - 3:30) Accounts payable and BOE Reports. ZOOM with Michelle & Julie about what are acceptable purchases with \$100 teacher supply money	1	700.00	700.00

TOTAL DUE

\$7,000.00