

FRANCZEK

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PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION

DECEMBER 9, 2025

VIA EMAIL ONLY

Lisa Leali
Superintendent
Lake Bluff Elementary School District 65
lleali@lb65.org

Carrie Steinbach
President, Board of Education
Lake Bluff Elementary SD 65
c/o Dr. Leali

Re: Engagement for Legal Services

Dear Dr. Leali and Ms. Steinbach,

By means of this letter, I and the entire Franczek team are pleased to confirm our firm's engagement to render professional services to Lake Bluff Elementary School District 65 (District 65). We welcome the opportunity to serve your Board and your administrative team.

An important factor in maintaining trust and confidence between counsel and client is clear communication about the applicable billing arrangements and the parties' expectations going forward. Please review this letter and contact me if you have any questions. I have already signed below, on behalf of my firm; if this letter meets with your approval, please sign below on behalf of the District and return the signed copy to me.

Scope of Engagement

District 65 is engaging Franczek P.C. to represent District 65 in all legal matters as determined by District 65.

Fees and Expenses

With regard to billing procedures, we regularly invoice clients on a monthly basis for attorneys' fees (in one-tenth of an hour increments) and disbursements. We will provide you with detailed descriptions with regard to each activity billed. Expenses (such as photocopies, fax, computerized legal research, travel, and telephone calls) are billed in the amount incurred by us with no markup.

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I will have primary responsibility within our firm for representation of the District, although we will of course utilize other education attorneys in the office to assist, based on issues presented and their individual areas of expertise. We will charge you a rate of \$300 for partners and a rate of \$285 for associates.

The District will also have access to our free webinars, conferences, alerts and articles conducted or created by the firm.

Let me close by reiterating our appreciation to have the opportunity to work with you, your Board and your administrative team; we appreciate your trust in us. I hope that the terms set forth above meet with your approval. If so, please return the signed version to me at your convenience. Again, if you have any questions or wish to make any changes to this letter, please do not hesitate to contact me.

Sincerely,



Nicki B. Bazer

Dr. Lisa Leali

Date

Ms. Carrie Steinbach

Date